

WESTSIDE UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
DISTRICT OFFICE – ROOM 4
June 6, 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)

6-6-17

- e. Pupil Personnel (Ed Code 35146 and 48918)
3 Cases

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

V. REPORT OF CLOSED SESSION ACTION

VI. PRESENTATIONS

- A. Management and Confidential Employees of the Year
- B. Management Retiree
- C. Golden Apple Award
- D. ACSA Awards

VII. RECESS

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

IX. PRESENTATIONS - Continued

- E. Passantino Andersen
- F. Local Control Accountability Program (LCAP)
- G. 2017-18 Budget

X. 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

XI. 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

XII. 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.

XIII. PUBLIC HEARING

- A. A hearing to receive public input on the Local Control Accountability Program (LCAP) Annual Update

Opened at _____ Closed at _____

- B. A hearing to receive public input on the 2017-18 Budget

Opened at _____ Closed at _____

XIV. BUSINESS SESSION

A. Organizational/Governance

Goal #

1. Agenda

Item 1

Moved by _____ Seconded by _____

To approve the Agenda of the Regular Meeting of
June 6, 2017

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 -2e

Goal #

2. Consent

- a. Minutes of the Regular Meeting on May 16, 2017
- b. Personnel Report
- c. Purchase Orders
- d. Consultant/Contract Schedule
- e. Conference/Workshop Schedule

Moved by _____ Seconded by _____

Approval of the Consent Items as presented.

Ayes: _____ Noes: _____ Abstain: _____

3. Revised Exhibit 5132, Gregg Anderson Uniform Policy

Item 3

Moved by _____ Seconded by _____

Approval of the first reading of the revised Exhibit 5132,
Gregg Anderson Uniform Policy

Ayes: _____ Noes: _____ Abstain: _____

4. Discussion Item

Item 4

- Board Governance

B. Educational Services

5. Consolidated Application Reporting System Spring Data Collection

Item 5

Moved by _____ Seconded by _____

Approval of the Consolidated Application Reporting
System Spring Data Collection

Ayes: _____ Noes: _____ Abstain: _____

6-6-17

6. Revised Board Policies and Administrative Regulations Item 6 Goal #
- BP/AR 1312.3, Uniform Complaint Procedures
 - AR 5145.3, Nondiscrimination/Harassment
 - BP 6142.93, Science Instruction
 - BP 6145, Extracurricular and Cocurricular Activities
 - BP/AR 6145.2, Athletic Competition

Moved by _____ Seconded by _____

Approval of the first reading of the revised Board Policies and Administrative Regulations

Ayes: _____ Noes: _____ Abstain: _____

C. Business

7. Resolution 17-100, Of the Governing Board of the Westside Union School District Approving Assignment of Delinquent Tax Receivables to the California Statewide Delinquent Tax Finance Authority for Fiscal Years Ending June 30, 2017, 2018 and 2019, and Authorizing Execution and Delivery of Related Documents and Actions. Item 7

Moved by _____ Seconded by _____

Approval of Resolution 17-100, Of the Governing Board of the Westside Union School District Approving Assignment of Delinquent Tax Receivables to the California Statewide Delinquent Tax Finance Authority for Fiscal Years Ending June 30, 2017, 2018 and 2019, and Authorizing Execution and Delivery of Related Documents and Actions

Ayes: _____ Noes: _____ Abstain: _____

8. AB1200 Item 8

Moved by _____ Seconded by _____

Approval of the AB1200

Ayes: _____ Noes: _____ Abstain: _____

D. Personnel

9. Retirement Resolutions Item 9
- 17-101 – Timothy Gollnick

Moved by _____ Seconded by _____

Approval of Retirement Resolution

Ayes: _____ Noes: _____ Abstain: _____

10. Tentative Agreement between Westside Union School District and Westside Union Teachers Association (WUTA) for the 2016-17 and 2017-18 School Years, 2017-18 School Calendar, 2018-19 School Calendar and Memorandum of Understanding 17-16, Consulting Teacher/Support Provider Item 10 Goal #

Moved by _____ Seconded by _____

Approval of the Tentative Agreement between Westside Union School District and Westside Union Teachers Association (WUTA) for the 2016-17 and 2017-18 School Years, 2017-18 School Calendar, 2018-19 School Calendar and Memorandum of Understanding 17-16 Consulting Teacher/Support Provider

Ayes: _____ Noes: _____ Abstain: _____

11. Memorandum of Understanding 17-17 of May 22, 2017, to Revise Tentative Agreement of May 1, 2017, between California School Employee Association(CSEA) and Westside Union School District for the 2016-17 and the 2017-18 School Years, Resolution 17-102, Change in Observance Date for "Lincoln's Day" and Memorandum of Understanding 17-18, Child Nutrition Managers and Clerks increase to a 208 day work calendar from a 206 day work calendar Item 11

Moved by _____ Seconded by _____

Approval of Memorandum of Understanding 17-17 of May 8, 2017, to Revise Tentative Agreement between California School Employee Association (CSEA) and Westside Union School District for the 2016-17 and 2017-18 School Years, Resolution 17-102, Change in Observance Date for "Lincoln's Day" and Memorandum of Understanding 17-18, Child Nutrition Managers and Clerks increase to a 208 day work calendar from a 206 day work calendar

Ayes: _____ Noes: _____ Abstain: _____

12. Unrepresented Employee Groups (All Management, Confidential, Playground and Crossing Guards) Settlement Agreements for the 2016-17 and 2017-18 School Years Item 12

Moved by _____ Seconded by _____

Approval of the Unrepresented Employee Groups (All Management, Confidential, Playground and Crossing Guards) Settlement Agreements for the 2016-17 and 2017-18 School Years

Ayes: _____ Noes: _____ Abstain: _____

- E. Educational Services – Continued
13. Memorandum of Understanding 17-19, between Westside Union School District and Antelope Valley Migrant Education Consortium Item 13 Goal #
- Moved by _____ Seconded by _____
- Approval of Memorandum of Understanding 17-19,
between Westside Union School District and Antelope
Valley Migrant Education Consortium
- Ayes: _____ Noes: _____ Abstain: _____

XV. INFORMATION SESSION

- A. Items From The Floor – Continued
- B. Dates to Remember:
1. Special Meeting on June 17, 2017 – (District Office)
 2. Special Meeting on June 20, 2017 – (District Office)
 3. Regular Meeting on June 27, 2017 – (District Office)
- C. Board Comments - Continued

XVI. NEW BUSINESS
Future Board Meeting Items

XVII. CLOSED SESSION - Continued

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

XIX. REPORT OF CLOSED SESSION ACTION

XX. ADJOURNMENT

There being no further business to come before the Board President adjourns the Board at the regular meeting of June 6, 2017, at _____ p.m.

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

June 6, 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 June 6, 2017.

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING SOURCE:

None

SUPERINTENDENT'S RECOMMENDATION:

Approval

BOARD AGENDA

June 6, 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 May 16, 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
May 16, 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

Prentis Edwards, Tech Department

III. ROLL CALL

Steven DeMarzio, President– Present

John Curiel, Vice President – Present (left at 7:50 p.m.)

Patricia K. Shaw, Clerk - Present

Dr. Linda Jones, Member – Absent

Jennifer Navarro, Member - Present

SUPERINTENDENT

Regina Rossall – Present

IV. ITEMS FROM THE FLOOR

None

V. OTHERS PRESENT

Rodney Lots, Jeanice Peterson, J. Barteo, Rhonda Hanson, Amy Brouwer, Jake Briggs, Cathy Eichner, Debbie Rutkowski-Hines, Elizabeth Martinez, Sandy Jones, Lauri Massari, Antonio Jones, Tonya Jones, Shelly Dearing, Heidi Thompson, Reyna Smith, Rebecca Davis, Tom Morreale, Nancy Hemstreet, Joe Noah, Shelley Torres, Shirley Hill, Terri Rowitz, Susan Price, Debbie Farrow, Tina Turner, Magda Strattan, Mary Redmayne, Stacy Morgan, Kathy Stuart, Lori Mann, Erin Belcher, Elisa Stewart, Susan Burke, Lori Nelson, Tracy Dudley, Doreen Kess, Joe Kesselring, Kristin Kruizinga, Karen Herman, Lavon Winslow, Amanda Marshall, Mary Fagan, Sonia Eisenman, Monica Jovel, Ana Penaloza, Nicole Hernandez, Jessica Kott, Laura Duran, Anna Piercy, Nancy Shimer, Ingrid Armstrong, Cindy Boulais, Sharonne Campo, Trudy Valenzuela, Andrea Paxton, Jeannette Jenkins, Patricia Bothuel, Esosa Odomore

VI. M17-228 - The motion was made by Patricia K. Shaw seconded by Jennifer Navarro and carried 3/0 to adjourn to closed session at 5:01 p.m. to consider:

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

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

VIII. CLOSED SESSION ACTION

None

IX. PRESENTATIONS

A. CSBA Masters in Governance Program Certificates

B. Classified Retirees

Reading of Resolution, 17-95, Classified Employees Week and a statement from California School Employees Association Executive Board

C. Classified Employees of the Year

D. Bond Refunding – Steve Gald

X. HEARING SESSION/STAFF REPORTS

A. Board Comments:

Jennifer Navarro – Thank you to all of our classified staff. You definitely are the life blood of the schools. You are usually the first and last face students see; schools wouldn't run smoothly without you. I also enjoyed the Colloquium; I was very impressed with the teachers at our table. Thank you to the district for sending me to the Master's in Governance Program, I feel much more prepared. I am grateful that I was able to attend.

Patricia K. Shaw: Thank you to all of our classified staff; the schools couldn't run without you. Virginia Irvin had a wonderful write up in the paper about her students from the Innovations and Possibilities class addressing the concerns regarding asthma. She should be commended somehow. I enjoyed the Colloquium very much.

John Curiel: Congratulations to all of our classified employees. Without your support the excellent learning experience our children receive would not be possible. Thank you so much for your hard work. You are much appreciated.

Steve DeMarzio: The students are high performance cars, teachers are the fuel and classified staff are the oil, you keep the engine running smoothly. On Friday, CSBA met with Steve Wilk.

1. Assistant Superintendent Administrative Services – Shawn Cabey

2. Assistant Superintendent Educational Services - Marguerite Johnson

3. Deputy Superintendent - Robert Hughes

a. I am honored to work with CSEA; you are great group of people.

4. Superintendent – Regina Rossall

Mrs. Rossall reviewed the following items with the Trustees:

a. As everyone else has said, we have the most fabulous classified staff. They do a great job day in and day out; they make a difference on our campuses. When you listen to what was said this evening about our classified staff, they are honest, caring, come to have fun, and love their jobs. You take a child that is struggling and make a difference in their life. Our classified staff do more and more so that our kids get what they need. I am very proud of all of our employees of the year. Thank you so much for the gift you bring to the kids every day.

XI. RECESS

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

XIII. 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

- We are rescheduling our May meeting.
- Hopefully we will have the totals by next week for the Westside Hero's Dinner. It was a great event, a lot of hard work by everyone.

XIV. ITEMS FROM THE FLOOR - Continued
None

XV. PUBLIC HEARING
None

XVI. BUSINESS SESSION

- A. Organizational/Governance
1. M17-229 - Item 1. Approval of the amended agenda of the Regular Board Meeting of May 16, 2017, as submitted. The motion was made by Patricia K. Shaw seconded by Jennifer Navarro and carried 3/0.
 2. M17-230 - Items 2a – 2f. The motion was made by Patricia K. Shaw seconded by Jennifer Navarro and carried 3/0 to approve the consent agenda.
 - 2a Minutes of the Regular Meeting on May 2, 2017, and the Workshop on May 5, 2017
 - 2b Fundraising Authorization
 - 2c Personnel Report
 - 2d Purchase Orders
 - 2e Consultant/Contract Agreement Schedule
 - 2f Conference/Workshop Schedule - Revised
 3. Item 3. Discussion Item
 - Board Governance
 - We need to schedule a date for the Self Evaluation and the Superintendent's Evaluation – June 17 and/or June 20.

XVII. EDUCATIONAL SERVICES

4. M17-231- Item 4. The motion was made by Patricia K. Shaw seconded by Jennifer Navarro and carried 3/0 to approve the Site Plans for Quartz Hill and Hillview.

XVIII. PERSONNEL

5. M17-232 - Item 5. The motion was made by Patricia K. Shaw seconded by Jennifer Navarro and carried 3/0 to approve Retirement Resolutions:
 - 17-91 – Diana Frazier
 - 17-92 – Ray Herrera
 - 17-93 – Lizabeth Jenkins
 - 17-94 – Lori Nelson
6. M17-233 - Item 6. The motion was made by Jennifer Navarro seconded by Patricia K. Shaw and carried 3/0 to approve Resolution 17-95, Classified Employees Week
7. M17-234 - Item 7. The motion was made by Jennifer Navarro seconded by Patricia K. Shaw and carried 3/0 to approve Resolutions 17-96 & 17-97, Recognition of Classified Employees of the Year
8. M17-235 - Item 8. The motion was made by Jennifer Navarro seconded by Patricia K. Shaw and carried 3/0 to approve Resolution 17-98, Recognition of the Playground/Crossing Guard Employee of the Year.

Minutes

Regular Board Meeting

May 16, 2017

XIX. BUSINESS

9. M17-236 - Item 9. The motion was made by Patricia K. Shaw seconded by Jennifer Navarro and carried 3/0 to approve the Request to Bid: Painting at Del Sur School and Quartz Hill Elementary School.
10. M17-237 - Item 10. The motion was made by Jennifer Navarro seconded by Steve DeMarzio and carried 3/0 to approve Resolution 17-99, Bond Refunding.

XX. NEW BUSINESS

None

XXI. UNFINISHED BUSINESS

None

XXII. ADJOURNMENT – The meeting was adjourned at 8:57 p.m. by Steve DeMarzio, President.

Patricia K. Shaw, Clerk
June 6, 2017

WESTSIDE UNION SCHOOL DISTRICT
BOARD AGENDA
June 6, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Robert Hughes, Deputy Superintendent

SUBJECT: Personnel Report #17-20

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

MANAGEMENT

<u>Employment</u>	<u>Position/Location/Effective Date/Salary/Funding/Req. #</u>
Bingham, William	Supervisor II-Custodial/MO/Step 3/May 11, 2017/ URGF/Req# 13936

Jones, Jacquelyn	Psychologist I/Step 1/July 1, 2017/URGF
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Massari, Lauri	Cell Phone Stipend/April 1, 2017/Req# 13748
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Masters, William	Cell Phone Stipend/February 1, 2017/Req# 13747
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Penaloza, Ana	Cell Phone Stipend/April 1, 2017/Req# 13748
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Showers, Priscilla	Psychologist I/Step 1/July 1, 2017/URGF
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Valenzuela, Trudy	Cell Phone Stipend/April 1, 2017/Req# 13748
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Yudin, Marisa	Psychologist I/Step 1/July 1, 2017/URGF
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<u>Separation</u>	<u>Position/Location/Effective Date/</u>
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Guillen, Jacqueline	Psychologist I/June 16, 2017/Resignation
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CERTIFICATED

<u>Employment</u>	<u>Position/Location/Effective Date/Salary/Funding/Req. #</u>
Annand, Danielle	Teacher, Regular Ed/TBD/July 1, 2017/URGF

Belcher, Christine	Teacher, Regular Ed/TBD/July 1, 2017/URGF
Bennewitz, Dillon	Teacher, SDC/TBD/July 1, 2017/URGF
Garkanian, Alain	Substitute Teacher/May 12, 2017/URGF
Mauk, Quayla	Speech Teacher/TBD/July 1, 2017/URGF
McLaughlin, Marianne	Substitute Teacher/May 11, 2017/URGF
Molloy, Jonathan	Teacher, SDC/TBD/July 1, 2017/URGF
Salinas, Gabrielle	Teacher, Regular Ed/TBD/July 1, 2017/URGF
Waymire, Meg	Teacher, Regular Ed/TBD/July 1, 2017/URGF
Weber, Jonathan	Teacher, Regular Ed/TBD/July 1, 2017/URGF
Wicken, Mike	Substitute Teacher/May 10, 2017/URGF

<u>Change</u>	<u>Position/Location/Effective Date/Salary/Funding/Req. #</u>
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<u>Leaves</u>	<u>Position/Location/Effective Date/</u>
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<u>Separation</u>	<u>Position/Location/Effective Date/</u>
Kelly, Suzanne	Teacher, Science/DS/April 28, 2017/Deceased

CLASSIFIED

<u>Employment</u>	<u>Position/Location/Effective Date/Salary/Funding/Req.#</u>
Aguina, Stacey	Extra-Duty Campus Climate Assistant/DS/1.5 hrs/per/day/Step 6/ April 27, 2017/Sup Grant/Req# 13907
Alcorn, Jackie	Extra-Duty Campus Climate Assistant/DS/1.5 hrs/per/day/Step 1/ April 27, 2017/Sup Grant/Req# 13907
Alvarado, Laura	Instructional Assistant II/RV/3 hrs/per/day/Step 1/May 15, 2017/ SDC/Req# 13914

Alvarez, Kim	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 7/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Andrade, Ashley	Instructional Assistant II/VV/3 hrs/per/day/Step 1/May 10, 2017/ SDC/Req# 13807
Avila, Shevawn	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 8/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Bailey, LaTouya	Short-Term Instructional Assistant II/PREK-ESY-QH/4.5 hrs/per/day/Step 1/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Baros, Kyntasha	Specialist-Payroll/BS/8 hrs/per/day/Step 1/May 15, 2017/ URGF/Req#13937
Bartlett, Jamila	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 3/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Corona, Iris	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 7/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Cox, Karin	Extra-Duty Clerk IV-Library/ESF/4 hrs/per/day/Step 7/May 8, 2017/ URGF/Req# 13924
Crawford, Michelle	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 3/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Cuillerier, Michelle	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 8/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Delgado, Jacklyn	Short-Term Campus Climate Assistant/AH/2 hrs/per/day/Step 1/ March 6-June 7, 2017/URGF/Req# 13723
Densing, Calista	Short-Term Instructional Assistant II/PREK-ESY-QH/4.5 hrs/per/day/Step 1/ June 12-30 & July 10-14, 2017/SDC/Req# 13847
Ellis, Sheryl	Extra-Duty Clerk IV-Library/ESF/4 hrs/per/day/Step 8/May 8, 2017/ URGF/Req# 13924
Espinoza, Sylvia	Playground Supervisor/AH/2.17 hrs/per/day/Step 1/ May 1, 2017/URGF/Req# 13790
Firm, Laureen	Extra-Duty Clerk IV-Library/ESF/4 hrs/per/day/Step 8/May 8, 2017/ URGF/Req# 13924

Flores, Felicia	Instructional Assistant II/HV/3 hrs/per/day/Step 1/April 26, 2017/ SDC/Req# 13599
Garcia, Nicole	Playground Supervisor (1.75 hrs/per/day) to <u>(2.5 hrs/per/day)</u> /RV/Sep 2/ May 10, 2017/URGF/Req# 13943
Gonzalez, Ivonne	Short-Term Technician-LVN/ESY-GA/Step 3/June 12-30 & July 10-14, 2017/SDC/Req# 13842
Hanna, Mary	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 7/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Hernandez, Kayla	Substitute Child Nutrition Assistant/CN/Step 1/April 28, 2017/URGF
Holmes, Cynthia	Technician I-Health/ESF/5.95 hrs/per/day/Step 1/May 22, 2017/ URGF/Req# 13942
Kindel, Susan	Extra-Duty Clerk IV-Library/ESF/4 hrs/per/day/Step 7/May 8, 2017/ URGF/Req# 13924
Kochel, Emily	Child Nutrition Assistant I/CN/1 hr/per/day/Step 1/May 22, 2017/ URGF/Req# 13890
Kochel, Emily	Child Nutrition Assistant I/CN/2.75 hrs/per/day/Step 1/May 22, 2017/ URGF/Req# 13891
Larson, Melissa	Extra-Duty Clerk IV-Library/ESF/4 hrs/per/day/Step 4/May 8, 2017/ URGF/Req# 13924
Lemus, Stephanie	Extra-Duty Instructional Assistant II/VV/2.25 hrs/per/day/Step 3/ May 18-June 7, 2017/RSP/Req# 13984
Lisua, Jovanna	Short-Term Instructional Assistant II/PREK-ESY-QH/4.5 hrs/per/day/Step 1/ June 12-30 & July 10-14, 2017/SDC/Req# 13847
Mata, Matthew	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 6/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
McGovern, Melanie	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 4/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
McMillan, Lisa	Extra-Duty Clerk IV-Library/ESF/4 hrs/per/day/Step 3/May 8, 2017/ URGF/Req# 13924
Mohun, Jeanette	Extra-Duty Clerk IV-Library/ESF/4 hrs/per/day/Step 4/May 8, 2017/ URGF/Req# 13924

Montalvo, Sandra	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 1/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Nupp, Jason	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 1/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Oliver, Suzanne	Extra-Duty Instructional Assistant II/VV/2.5 hrs/per/day/Step 6/ May 18-June 7, 2017/RSP/Req# 13983
Page, Darren	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 8/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Paguyo, Miriam	Short-Term Instructional Assistant I/EZ/2.5 hrs/per/day/Step 1/ May 8-June 7, 2017/Title I/Req# 13932
Parnell, Heather	Instructional Assistant II/GA/3 hrs/per/day/Step 1/May 1, 2017/ SDC/Req# 13751
Pasillas, Katrina	Extra-Duty Clerk IV-Library/ESF/4 hrs/per/day/Step 2/May 8, 2017/ URGF/Req# 13924
Patterson, Jeffrey	Instructional Assistant II/VV/ 3hrs/per/day/Step 1/May 1, 2017/ SDC/Req# 13715
Prim, Sandra	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 4/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Reed, Jacquelyn	Instructional Assistant I-Tutor/VV/2.25 hrs/per/day/Step 1/ Tues, Wed. Thurs Only/February 28-May 23, 2017/Sup Grant/Req# 13909
Rose, Cherie	Instructional Assistant II/EZ/3 hrs/per/day/Step 1/May 9, 2017/ SDC/Req# 13925
Salazar, Pamela	Extra-Duty Clerk IV-Library/ESF/4 hrs/per/day/Step 7/May 8, 2017/ URGF/Req# 13924
Samuelson, Joanna	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 7/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Serrano, Jessica	Short-Term Instructional Assistant II/.5 hrs/per/day/Step 7/May 2- June 7, 2017/SDC/Req# 13921
Sierra, Deborah	Extra-Duty Clerk IV-Library/ESF/4 hrs/per/day/Step 1/May 8, 2017/ URGF/Req# 13924

Spravka, Jessica	Instructional Assistant II/RV/3 hrs/per/day/Step 1/May 22, 2017/ SDC/Req# 13897
Torres, Edith	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 1/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Trier, Melinda	Short-Term Instructional Assistant II/ESY-GA/4.5 hrs/per/day/Step 3/ June 12-30 & July 10-14, 2017/SDC/Req# 13843
Turner, Kelei	Instructional Assistant II/RV/3 hrs/per/day/Step 1/May 18, 2017/ SDC/Req# 13913
Valencia, Nataly	Short-Term Instructional Assistant II-PREK/ESY-QH/4.5 hrs/per/day/ Step 1/June 12-30 & July 10-14, 2017/SDC/Req# 13837
Vieira, Brianne	Child Nutrition Assistant I/CN/1 hr/per/day/Step 1/May 22, 2017/ URGF/Req# 13911
Vieira, Brianne	Child Nutrition Assistant I/CN/2.25 hrs/per/day/Step 1/May 22, 2017/ URGF/Req# 13912
Winslow, Lavon	Extra-Duty Clerk IV-Library/ESF/4 hrs/per/day/Step 8/May 8, 2017/ URGF/Req# 13924
Wreesman, Kelli	Extra-Duty Clerk IV-Library/ESF/4 hrs/per/day/Step 7/May 8, 2017/ URGF/Req# 13924
Yadon, Leslie	Extra-Duty Clerk IV-Library/ESF/4 hrs/per/day/Step 2/May 8, 2017/ URGF/Req# 13924
<u>Change</u> Alvarez, Crystal	<u>Position/Location/Effective Date/Salary/Funding/Req. #</u> Playground Supervisor (.75 hrs/per/day) to <u>Crossing Guard</u> (.75 hrs/per/day)/EZ/Step 1/March 10, 2017/URGF/Req# 13786
Anderson, Breanna	Instructional Assistant II (3 hrs/per/day) to <u>Instructional Assistant I</u> (3 hrs/per/day)/LV/Step 1/May 11, 2017/URGF/Req# 13717
Arnold, Nancy	Playground Supervisor (2.67 hrs/per/day) to <u>(2.83 hrs/per/day)/VV/</u> Step 1/May 8, 2017/URGF/Req# 13928
Carranza, Steven	Substitute Custodian to <u>Custodian I-Night/MO/Step 1/May 1, 2017/</u> URGF/Req# 13792

Jusino, Ashley	Playground Supervisor (.5 hrs/per/day) to <u>(1.42 hrs/per/day)/QH/Step 5/</u> April 24, 2017/URGF/Req# 13886
Lauterio, Corina	Substitute Child Nutrition Assistant I to <u>Child Nutrition Assistant I</u> <u>(1 hr/per/day)/CN/Step 1/May 1, 2017/URGF/Req# 13780</u>
Paguyo, Miriam	Instructional Assistant I (3 hrs/per/day) to <u>Instructional Assistant II-RSP</u> <u>(3 hrs/per/day)/EZ/Step 1/May 8, 2017/SDC/Req# 13803</u>
Powell, Gabrielle	Playground Supervisor (2 hrs/per/day) to <u>(2.75 hrs/per/day)/EZ/Step 1/</u> April 10, 2017/URGF/Req# 13787
Warner, Bridget	Playground Supervisor (.75 hrs/per/day) to <u>Instructional Assistant II</u> <u>(3 hrs/per/day)/RV/Step 1/May 10, 2017/SDC/Req# 13938</u>

<u>Leaves</u>	<u>Position/Location/Effective Date/</u>
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<u>Separation</u>	<u>Position/Location/Effective Date/</u>
Brown, Linda	Child Nutrition Assistant II/CN/April 28, 2017/Resignation
Cadamy, Teresa	Instructional Assistant II-RSP/EZ/April 21, 2017/Resignation
Campbell, Briana	Child Nutrition Assistant I/CN/May 13, 2017/Resignation
Jusino, Ashley	Playground Supervisor/QH/May 15, 2017/Resignation
Jusino, Ashley	Instructional Assistant II/QH/May 15, 2017/Resignation
Montalvo, Sandra	Playground Supervisor/GA/April 18, 2017/Resignation
Nordman, Laurie	Instructional Assistant II/SD/May 19, 2017/Resignation
Samson, Jennifer	Instructional Assistant II/VV/April 5, 2017/Resignation
Williams, Tenae	Instructional Assistant II/SD/May 7, 2017/Resignation

BOARD AGENDA
June 6, 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	192,428.35
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Ratification Items:

General Fund (01.0)	70,976.72
Child Nutrition Fund (13.0)	1,544.23
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)	210.00
CFD's (49.0)	0.00
Total	42,327.73

ASSISTANT SUPERINTENDENT, ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

PURCHASE ORDERS
Approved/Ratified at the Meeting of June 6, 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>
P52036	CSBA	2017-2018 CSBA and ELA Membership Fees	14,176.00
	Board of Trustees	General Funding	
P52037	Department of Justice	2017-2018 Fingerprint Processing	40,000.00
	Human Resources	General Funding	
P52049	Project Lead the Way	2017-2018 Participation Fees	10,500.00
	All Sites	Lottery: Instructional	
P52055	Sierra School Equipment Company	Furniture: Kindergartens, Computer Lab, Cafeteria Room	39,722.07
	Cottonwood Phase III	General Funding	
P52056	Sierra School Equipment Company	Art and Engineering Furniture	23,199.64
	Cottonwood Phase III	General Funding	
P52059	Stover Seed Company	Triple Crown Extreme Seed	13,430.63
	Various Sites	Maintenance General Funding	
P52064	Berchtold Equipment Company	Over Seeder	9,841.88
	Maintenance	General Funding	
P52067	Resource Building Materials	Artificial Turf	18,613.59
	Rancho Vista	Maintenance General Funding	
M20062	Sea Supply	Custodial Supplies - May	22,944.54
	Various Sites	Operations	
<i>Note: PO released to facilitate timely payment of materials already received.</i>			

Total 192,428.35

PO's for Board Ratification

<u>P.O. #</u>	<u>Vendor/Location</u>	<u>Description/Funding Source Detail</u>	<u>Amount</u>
P50942A	Lauri Massari	Reimburse: Training Supplies and Food	432.15
	Educational Services	New Teacher Induction	
P52017	Jennifer Schmid	Reimburse: Career Day Supplies	250.00
	Hillview	Local Site Funds	
P52026	All Things Engravable	Badge, Photo Name Plates, Employee of Year Plaque Plates	296.89
	Board of Trustees	General Funding	
P52027	Amazon.com Corporate Credit	Megaphones (10)	163.02
	Risk Management	General Funding	
P52028	Amazon.com Corporate Credit	Administrative Book	27.43
	Human Resources	General Funding	
P52029	Amazon.com Corporate Credit	iPad Cases (2)	31.52
	Student Support Services	Special Education	
P52030	Apple Inc	iPads (2)	725.58
	Student Support Services	Special Education	
P52034	CODESP	2017-2018 Membership Fee	2,050.00
	Human Resources	General Funding	
P52035	CSBA	Manual Maintenance Plus and Gamut Online	6,615.00
	Board of Trustees	General Funding	
P52040	ACSA Foundation for Ed Admin	2017-2018 Membership Fee	440.00
	Board of Trustees	General Funding	
P52043	SEA Supply	Facial Tissue	807.14
	Warehouse	General Funding	
P52044	Follett School Solutions Inc	Polythermal Labels	4,503.94
	Educational Services	Lottery: Instructional Materials	
P52047	Laura Duran	Reimburse: STEAM Training Supplies	500.00
	Cottonwood	Local Site Funds	
P52048	McGraw Hill	Math Textbooks	1,961.42
	Educational Services	Lottery: Instructional Materials	
P52050	2nd Gear LLC	Dell Latitude e6530 (2)	1,281.50
	Superintendent	General Funding	
P52053	School Employers Assoc of CA	2017-2018 Annual JPA Membership Fee	1,738.00
	Human Resources	General Funding	

P52057	SJCOE School Service Fund Human Resources	2017-2018 Edjoin Membership Fee General Funding	1,294.80
P52058	Smith Pipe and Supply Inc Various Sites	Fertilizer Maintenance General Funding	4,336.68
P52060	Tina Turner Human Resources	Reimburse: Fingerprints and Mileage General Funding	150.00
P52061	West Ed Educational Services	CA Healthy Kids Survey General Funding	4,729.29
P52071	Amazon.com Corporate Credit Anaverde Hills	Instructional Materials Title I	496.75
P52072	Amazon.com Corporate Credit Educational Services	iPad Air Cases (50) Supplemental Grant	1,739.46
P52073	Amazon.com Corporate Credit Fiscal Services	Administrative Book General Funding	28.31
P52074	American Business Machines Anaverde Hills	Staple Cartridge for Copier General Funding	205.54
P52075	Fire Island Grill Student Support Services	Lunch for Boys Town Administrative Training Supplemental Grant	377.85
P52076	Handwriting Without Tears Student Support Services	Instructional Materials Special Education	702.16
P52077	Kevin Bice Hillview	Reimburse: Lego Competition Local Site Funds	500.00
P52078	Marguerite Johnson Educational Services	Reimburse: Meeting Supplies General Funding	500.00
P52079	Southwest School Supply Student Support Services	Extended School Year Supplies Special Education	300.00
M19983	Boething Treeland Farms Operations	Trees Operations	1,552.21
M19996	Dewolfe Lumber Various Sites	Maintenance Supplies Maintenance	124.54
M20000	Home Depot Various Sites	Maintenance Supplies - April Maintenance/Operations	1,163.08
M20004	Motion Industries Maintenance	Maintenance Supplies - April Operations	59.97
M20006	PPG Architectural Various Sites	Paint Supplies - April Maintenance	367.66
M20008	Smith Pipe Various Sites	Landscape Supplies - April Operations	803.78
M20009	United Refrigeration Various Sites	HVAC Supplies - April Maintenance	788.85
M20010	US Air Conditioning Various Sites	HVAC Supplies - April Maintenance	179.51
M20011	Van Dam Farms Various Sites	Maintenance Supplies - April Maintenance	128.14
M20034	Empire Floor Supply Maintenance	Latch for Auto Scrubber Operations	166.14
M20040	Stover Seed Company Greg Anderson	Triple Crown Extreme Seeds Operations	1,696.50
M20041	Zephyr Turfcare Gregg Anderson	Kubota Tractor and Seeder Rental Operations	1,525.00
M20042	C and M Topsoil Gregg Anderson	Seed Cover Operations	1,332.19
M20050	Desert Lock Maintenance	Cam Locks Maintenance	19.68
M20070	Radio Shack Maintenance	HDMI Cables Maintenance	118.21
M20073	The Shop in Quartz Hill Maintenance	Replace Distributor - Truck 75 Maintenance	401.72
M20074	Tire Xpress Maintenance	Flat Tire Repair for Forklift Operations	15.00
M20076	American Time and Signal	Poe Clocks	1,295.19

M20079	Maintenance Montgomery Hardware	Operations Locks	271.83
M20080	Maintenance Meldon Glass	Maintenance Aluminum Trim	297.98
M20082	Maintenance Sage Custom Interior	Maintenance Playground Painting	950.00
M20083	Esperanza Empire Floor Supply	Maintenance Blade Kit	140.12
M20084	Operations Valley Construction Supply	Operations Stop Paddles	435.00
M20085	Various Sites CWI Cal West	Human Resources Repair Sound System	625.91
M20088	Joe Walker Clinical Lab	Maintenance Water Testing	2,705.00
M20090	Various Sites Tire Xpress	Maintenance Tire Repair - Forklift	15.00
M20091	Maintenance Signs and Designs	Operations Aluminum Signs	1,500.75
M20092	Various Sites Circulating Air Inc	Maintenance Prefab Stainless Cover Cap	78.54
M20093	Maintenance Tip Top Arborists	Maintenance Tree Repair	1,375.00
M20095	Del Sur S and K Theatrical Draperies	Operations Repair Stage Curtain Track	1,069.53
M20096	Joe Walker Discount Cellular Accessories	Maintenance Phone Clips	230.00
M20097	All Sites Lindaman Construction	Operations New Concrete Sidewalk	5,540.00
M20099	District Office Harbor Freight	Maintenance Small Tools	379.45
M20100	Maintenance Graham Company	Maintenance Full Battery Replacement	1,190.01
M20103	Joe Walker Montgomery Hardware	Maintenance Key Hardware	4,998.86
M20105	Cottonwood Valley Construction Supply	Maintenance Maintenance	123.94
M20108	Maintenance Clinical Lab	Maintenance Nitrate Testing	20.00
M20110	Del Sur Sonitrol	Maintenance Service Call	108.00
	Gregg Anderson	Maintenance	

Total 70,976.72

CHILD NUTRITION (13)

M20009	United Refrigeration	HVAC Supplies	11.05
M20043	3 Wire Group	HVAC Supplies	713.28
M20045	3 Wire Group	HVAC Supplies	819.90

Total 1,544.23

ANAVERDE SETTLEMENT (40)

P52032	Bruns Belmont Construction Inc	City of Palmdale Encroachment Permit Fee: CW	210.00
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Total 210.00

DEFERRED MAINTENANCE (14)

BUILDING FUND: BONDS (21)

CAPITAL FACILITIES (25)

COUNTY FACILITIES (35)

CFD's (49)

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

Total 0.00

BOARD AGENDA

June 6, 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	173,544.72
Rental/Lease Contracts	13,124.80
Total	<u>186,669.52</u>

Incoming Funds

TBD

ASSISTANT SUPERINTENDENT, ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

CONSULTANT/CONTRACT AGREEMENT SCHEDULE

Ratified/Approved at the Board Meeting of June 6, 2017

<u>Dates</u>	<u>Name/School Site</u>	<u>Description/Funding Source</u>	<u>Cost</u>	<u>Income</u>
June 2017	Albert or Noelle Kei Student Support Services	Transportation of Student on Field Trip (per IEP) General Funding	70.19	
2017-2018	American Youth Soccer Organization, Region 638 (Quartz Hill AYSO) District	Use of Athletic Fields at JW, QH, VV, HV, GA, RV, SD, EZ (Note: Fees support field maintenance) General Funding		6,752.96
Summer 2017	Apex Rentals Various Sites	Rental: Tractor with Loader Bucket and Scraper Box Maintenance General Funding	5,204.80	
Summer 2017	Circulating Air Inc Maintenance Shop	Removal and Replacement of Evaporative Cooler and Ducting Maintenance General Funding	17,670.00	
Summer 2017	David C Sterk Construction Rancho Vista	Site Prep for New Turf Maintenance General Funding	10,850.00	
Summer 2017	Digital Networks Group Inc Hillview	Install New Projector System in Conference Room Technology Maintenance	10,066.94	
Summer 2017	Digital Networks Group Inc Del Sur	Install New Projector Systems in New Classrooms (2) CFD (Fund 49)	20,133.88	
2017-2018	Fuel Education LLC Westside Academy	PEAK Student Licenses General Funding	30,000.00	
2017-2018	Horizon Software International LLC Child Nutrition	Online Application Subscription and Annual Maintenance Child Nutrition	10,041.71	
2017-2018	Quartz Hill Little League District	Use of Quartz Hill Little League Field General Funding		TBD based on water usage
Summer 2017	Sage Custom Interiors Inc Esperanza	Paint Exterior of Two New Relocatable Classroom Buildings Developer Fees (Fund 25)	5,000.00	
Summer 2017	Sage Custom Interiors Inc Rancho Vista	Paint Exterior of Two New Relocatable Classroom Buildings Developer Fees (Fund 25)	5,000.00	
Summer 2017	Shaw Contract Flooring Services Inc Various Locations	Demo and Replace Carpet and Topset Base: 10 Classrooms Maintenance General Funding	44,812.00	
2017-2018	SHI International Corp Technology	Microsoft Azure Active Directory Premium Technology Maintenance	3,900.00	
Summer 2017	States Welding Maintenance/Warehouse	Fabricate and Install Two Free-Standing Stair Cases Maintenance General Funding	16,000.00	
Summer 2017	Zephyr Turfcare Equipment Various Sites	Rentals: Various Tractors Maintenance General Funding	7,920.00	
<u>Change</u>	No Changes			

	Total	186,669.52	6,752.96
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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	TAYLM040810M001
Community Therapies	Occupational Therapy Assessment for Student	HAWKC122609M001
Community Therapies	Occupational Therapy for Student	CHAVL070907M001
Community Therapies	Physical Therapy for Student	PENAM112507M001

BOARD AGENDA

June 6, 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 \$3,942.59.

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

CONFERENCE/WORKSHOP SCHEDULE
Ratified/Approved at the Board Meeting of June 6, 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>
May 17-18, 2017 Downey	HRS Training at LACOE Kyntasha Baros Payroll	General Funding	0.00	150.00	55.00	129.92	0.00	0.00	0.00
May 30, 2017 Long Beach	Advanced Microsoft Excel Workshop Paula Sterk Administrative Services	General Funding	0.00	311.50	125.00	105.50	150.00	0.00	0.00
June 1, 2017 Valencia	LACOE Year-End Closing Lisa Jehlicka, Terri Rowitz Fiscal Services	General Funding	0.00	0.00	0.00	34.67	0.00	0.00	0.00
October 15-17, 2017 Lanier Islands, GA	2017 Horizon Software User Conference Prentis Edwards, Teresa Johnson Child Nutrition	Child Nutrition	1798.00	0.00	100.00	0.00	33.00	0.00	950.00
Changes		No Changes							
Subtotals			1798.00	461.50	280.00	270.09	183.00	0.00	950.00
Grand Total			3,942.59						

BOARD AGENDA

June 6, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Regina L. Rossall, Superintendent

SUBJECT: Revised Exhibit 5132. Gregg Anderson Academy Uniform Policy

BACKGROUND:

Exhibit 5132, Gregg Anderson Academy Uniform Policy
Revision to the current policy by Gregg Anderson Academy administration and staff.

PROGRAM/EDUCATIONAL IMPLICATION:

The recommended changes make our policies consistent with current laws.

COST ANALYSIS/FUNDING:

There are no costs associated with updating these policies.

SUPERINTENDENT'S RECOMMENDATION:

Approval

Westside Union SD

Exhibit

Dress and Grooming

Students

E5132

GREGG ANDERSON UNIFORM POLICY

Uniforms

Students attending Gregg Anderson Academy are required to wear uniforms. If unsure about colors or styles, please verify with store clerk or school personnel prior to purchasing. School principal has final authority on anything not covered in this policy.

Please adhere to the following guidelines:

Overall rules and regulations

1. Uniforms must be free of holes, tulle, sequins, glitter, lace, sheer, leather, pleather, velvet ruffles, and sparkle.
2. School colors are navy and silver (gray).
3. Collars must be visible at all times.
4. No rules for shoes other than they must adhere to district policy.
5. Tops and bottoms must be in the following solid colors: navy blue, burgundy, gray, white, black, or khaki.
6. Please put child's name on all jackets, sweatshirts, beanies, hats, caps, etc. in permanent marker that is clearly visible.

Shirts

1. Must have a collar. (No sleeveless collared shirts).
2. Embroidered school logo optional not required. (Available through Land's End or B's Embroidery). No other logos are allowed.
3. Turtlenecks or long sleeve shirts may be worn under collared shirt. Turtlenecks or long sleeve shirts that are visible must be a solid color in navy blue, burgundy, gray, white, black, or khaki.

4. Collared shirts are not required to be tucked in.

Vests

Solid colored vests in uniform colors are allowed. This includes: navy blue, burgundy, gray, white, black, or khaki.

Bottoms

1. Bottoms consist of pants, shorts, skirts, capris, skorts, and bermudas.
2. Student may wear leggings, jeggings or tights in navy, burgundy, gray, white, black or khaki under dresses, skirts, or shorts.
3. Tight fitting bottoms are not allowed.
4. Shorts and skirts must be long enough that when student is standing up straight with arms at sides, bottom of shorts or skirt is at least as long as student's middle finger.
5. Denim is not allowed except for blue denim on Spirit Fridays with Spirit Shirt or on Special Days.
6. Sweats are not allowed except in FS (Functional Skills) classrooms.
7. Belts are not required. Kindergarteners and 1st graders are discouraged from wearing belts.
8. Bottoms must be appropriately fitted.
9. Polo dresses may be in navy, burgundy, gray, white, black or khaki.

Sweaters

1. Pull over, zip-up, snap up, button up, velcro snap, or open front sweaters are allowed.
2. Sweaters without hoodies over a collared shirt in solid school colors (navy blue, burgundy, gray, white, black, or khaki) are allowed.

Sweatshirts

1. Must be a solid zip-up uniform color (navy blue, burgundy, gray, white, black or khaki); or GAA school zip-up sweatshirt; or zip-up from a college (doesn't include NFL, NBA, NHL, MLB, etc.)
2. Cannot be a pullover sweatshirt of any type.

3. Sweatshirts are defined as soft, non-weather proof material on the exterior.
4. Sweatshirts can have no words, lettering, accent colors (such as colorful zippers, hood, etc.) or logos such as Old Navy, Gap, etc.

Coats/Jackets

1. Denim jackets of any color are not allowed.
2. A coat/jacket is defined as outerwear that is only worn outside (weather proof material).
3. If you are unsure if an article of clothing is a coat/jacket or sweatshirt, it must be solid navy blue, burgundy, gray, white, black, or khaki.

Caps/hat/beanies/earmuffs

1. Must be worn properly (bill forward)
2. Must be GAA, or a solid uniform color, or from a college team (doesn't include NFL, NBA, NHL, MLB)
3. Worn outdoors only
4. Beanies cannot be of animals, mo-hawks, etc.

Socks, Ties, Scarves, and Belts

Must be in solid colors to include: navy blue, burgundy, gray, white, black, or khaki.

Picture Days

Students must be in uniform for Fall Picture Day.

Free dress is allowed on Spring Picture Day.

Spirit Days

All Fridays except free dress days.

Spirit wear is defined as wearing a school spirit shirt. Spirit wear can be purchased through the PTA. Solid blue jeans or uniform bottoms are allowed on Spirit Days when wearing a GAA Spirit Shirt. Otherwise, uniforms are required. Spirit shirts cannot be altered in any way.

Free Choice Days

One Friday a month, students who didn't serve detention during the month are allowed to wear

clothing of choice as long as choices meet district dress code.

Students who receive detention during the month must be dressed in school uniform (not spirit wear) on Free Dress Fridays.

Student Council Days

Student Council Days are days established by our student council to promote spirit. These days may include: pajama day, sports day, crazy hair day, crazy sock day, etc. Otherwise, uniforms are required.

Special Days

During the month of October, students will be allowed to wear their favorite Halloween or black/orange shirts on the following three Fridays of the month,

During the month of December, students will be allowed to wear their favorite Holiday shirts on the two Fridays before the winter break.

In addition, students will be allowed to wear their favorite Valentine shirt on February 14, favorite Dr. Seuss shirt when we celebrate Dr. Seuss' birthday and favorite St. Patrick's Day shirt on March 17 (depending on school calendar). Themed accessories such as Santa Hats and Dr. Seuss Hats are allowed on Special Days.

All dates subject to change.

Exhibit WESTSIDE UNION SCHOOL DISTRICT
version: August 2, 2016 Quartz Hill, California

BOARD AGENDA

June 6, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Regina L. Rossall, Superintendent

SUBJECT: Discussion Items:

- Board Governance

BOARD AGENDA

June 6, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Marguerite Johnson, Assistant Superintendent Educational Services

SUBJECT: Consolidated Application Reporting System Spring Data Collection

PLACE HOLDER

BOARD AGENDA

June 6, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Marguerite Johnson, Assistant Superintendent, Educational Services

SUBJECT: Revised Board Policies/Administrative Regulations/Exhibits- First and Final Reading

BACKGROUND:

Annually policies are reviewed by CSBA and changes are suggested as a result of either recent judicial rulings or legislative enactment. Changes suggested by CSBA make our policies consistent with law.

PROGRAM/EDUCATIONAL IMPLICATION:

Board Policy/Administrative Regulation 1312.3- Uniform Complaint Procedures- Revise

The policy and regulation have been updated to reflect AB 2306, 2016 which authorizes the use of uniform complaint procedures for complaints alleging noncompliance with requirements related to course credit transfer and exemption from local graduation requirements for former juvenile court school students. The regulation also references SB 1375, 2016) which requires districts, on or before July 1, 2017, to post information relating to Title IX, including specified information about complaint procedures, on their web sites.

Administrative Regulation 5145.3-Nondiscrimination/Harassment- Revise

The regulation has been updated to reflect SB 1375, 2016) which requires districts and schools to post specified Title IX information on their web sites by July 1, 2017. The regulation also explains the limited impact in California of the February 22, 2017 federal action to rescind earlier guidance regarding transgender students' use of sex-segregated facilities in accordance with their gender identity.

Board Policy 6142.93 Science Instruction- Replace

The policy has been updated to reflect the new curriculum framework for science instruction adopted by the State Board of Education in November 2016 and the Next Generation Science Standards.

Board Policy 6145- Extracurricular and Cocurricular Activities- Revise

The policy has been updated to reflect law which provides that a homeless student must be immediately deemed to meet all residency requirements for participation in extracurricular activities. It also includes updated legal citations addressing the prohibition against student fees and the requirement to annually review the policy.

Board Policy/Administrative Regulation 6145.2 - Athletic Competition- Revise

Both the policy and regulation have been updated to reflect AB 1639, 2016) which requires (1) distribution to student athletes and parents/guardians of information on the nature and warning signs of sudden cardiac arrest, (2) training of coaches and athletic directors on the nature and warning signs of sudden cardiac arrest, and (3) removal of a student from an athletic activity if he/she passes out or faints, until clearance is obtained from a health care provider. Revisions to the policy also reflect the prohibition against the use of a racially derogatory or discriminatory athletic team name, mascot, or nickname. Revisions explain that a homeless student must be immediately deemed to meet all residency requirements for participation in interscholastic athletic activities. The regulation also updated to reflect SB 1375, 2016) which requires districts and schools to post specified Title IX information on their web sites by July 1, 2017.

COST ANALYSIS/FUNDING SOURCE:

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

ASSISTANT SUPERINTENDENT EDUCATIONAL SERVICES RECOMMENDATION:

Approval

Westside Union SD

Administrative Regulation - Revised

Uniform Complaint Procedures

Community Relations

AR 1312.3(a)

Except as the Board of Trustees may otherwise specifically provide in other district policies, these general uniform complaint procedures (UCP) shall be used to investigate and resolve only the complaints specified in BP 1312.3.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 4030 - Nondiscrimination in Employment)

Compliance Officers

The district designates the individual(s) identified below as the employee(s) responsible for coordinating the district's response to complaints and for complying with state and federal civil rights laws. The individual(s) also serve as the compliance officer(s) specified in AR 5145.3 - Nondiscrimination/Harassment as the responsible employee to handle complaints regarding ~~sex-~~unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) . The individual(s) shall receive and coordinate the investigation of complaints and shall ensure district compliance with law.

(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

Deputy Superintendent
41914 50th Street West
Lancaster, Ca 93536
(661) 722-0716
r.hughes@westside.k12.ca.us

Assistant Superintendent, Educational Services (Lead Compliance Officer)
41914 50th Street West
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The compliance officer who receives a complaint may assign another compliance officer to investigate and resolve the complaint. The compliance officer shall promptly notify the complainant if another compliance officer is designated to investigate the complaint.

In no instance shall a compliance officer be assigned to a complaint in which he/she has a bias or

conflict of interest that would prohibit him/her from fairly investigating or resolving the complaint. Any complaint filed against or implicating a compliance officer or that raises a concern about the compliance officer's ability to investigate the complaint fairly and without bias may shall be filed with the Superintendent or designee who shall determine how the complaint will be investigated.

The Superintendent or designee shall ensure that employees assigned to investigate and resolve complaints receive training and are knowledgeable about the laws and programs at issue in the complaints to which they are assigned. Training provided to such designated employees shall include cover current state and federal laws and regulations governing the program, applicable processes for investigating and resolving complaints, including those involving alleged unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), applicable standards for reaching decisions on complaints, and appropriate corrective measures. Designated Assigned employees may have access to legal counsel as determined by the Superintendent or designee.

(cf. 4331 - Staff Development)

(cf. 9124 - Attorney)

The compliance officer or, if necessary, any appropriate administrator shall determine whether interim measures are necessary during and pending the results of an investigation. If interim measures are determined to be necessary, the compliance officer or the administrator shall consult with the Superintendent, the Superintendent's designee, or, if appropriate, the site principal to implement, if possible, one or more of the interim measures. The interim measures may remain in place until the compliance officer determines that they are no longer necessary or until the district issues its final written decision, whichever occurs first.

Notifications

The district's UCP policy and administrative regulation shall be posted in all district schools and offices, including staff lounges and student government meeting rooms. (Education Code 234.1)

The Superintendent or designee shall annually provide written notification of the district's UCP, including information regarding unlawful student fees, local control and accountability plan (LCAP) requirements, and requirements related to the educational rights of foster youth, and homeless students, and former juvenile court students to students, employees, parents/guardians, the district advisory committee, school advisory committees, appropriate private school officials or representatives, and other interested parties. (Education Code 262.3, 48853, 48853.5, 49013, 49069.5, 51225.1, 51225.2, 49013, 52075; 5 CCR 4622)

(cf. 0420 - School Plans/Site Councils)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 1220 - Citizen Advisory Committees)

(cf. 3260 - Fees and Charges)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)
(cf. 5145.6 - Parental Notifications)
(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.3 - Education for Juvenile Court School Students)

The annual notification and complete contact information of the compliance officer(s), and information related to Title IX as required pursuant to Education Code 221.6 shall may be posted on the district web site and, if available, provided through district-supported social media.

(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)

The Superintendent or designee shall ensure that all students and parents/guardians, including students and parents/guardians with limited English proficiency, have access to the relevant information provided in the district's policy, regulation, forms, and notices concerning the UCP.

If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district's policy, regulation, forms, and notices concerning the UCP shall be translated into that language, in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant UCP information for parents/guardians with limited English proficiency.

The notice shall:

1. Identify the person(s), position(s), or unit(s) responsible for receiving complaints
2. Advise the complainant of any civil law remedies that may be available to him/her under state or federal discrimination laws, if applicable
3. Advise the complainant of the appeal process, including, if applicable, the complainant's right to take a complaint directly to the California Department of Education (CDE) or to pursue remedies before civil courts or other public agencies, such as the U.S. Department of Education's Office for Civil Rights (OCR) in cases involving unlawful discrimination (such as discriminatory harassment, intimidation, or bullying).
4. Include statements that:
 - a. The district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs.
 - b. The complaint review shall be completed within 60 calendar days from the date of receipt of the complaint unless the complainant agrees in writing to an extension of the timeline.
 - c. A complaint alleging retaliation, unlawful discrimination, (such as discriminatory

harassment, intimidation, or bullying) must be filed not later than six months from the date it occurred, or six months from the date the complainant first obtained knowledge of the facts of the alleged discrimination. The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension.

d. Complaints should be filed in writing and signed by the complainant. If a complainant is unable to put his/her complaint in writing, for example, due to conditions such as a disability or illiteracy, district staff shall assist him/her in the filing of the complaint.

e. If a complaint is not filed in writing but the district receives notice of any allegation that is subject to the UCP, the district shall take affirmative steps to investigate and address the allegations, in a manner appropriate to the particular circumstances.

If the allegation involves retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) and the investigation confirms that discrimination has occurred, the district will take steps to prevent recurrence of discrimination and correct its discriminatory effects on the complainant, and on others, if appropriate.

f. A student enrolled in a public school shall not be required to pay a fee for his/her participation in an educational activity that constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities.

g. The Board is required to adopt and annually update a local control and accountability plan (LCAP), in a manner that includes meaningful engagement of parents/guardians, students, and other stakeholders in the development and/or review of the LCAP.

h. A foster youth shall receive information about educational rights related to his/her educational placement, enrollment in and checkout from school, as well as the responsibilities of the district liaison for foster youth to ensure and facilitate these requirements and to assist the student in ensuring proper transfer of his/her credits, records, and grades when he/she transfers between schools or between the district and another district.

i. A foster youth, ~~or~~ homeless student, or former juvenile court school student who transfers into a district high school or between district high schools shall be notified of the district's responsibility to:

- (1) Accept any coursework or part of the coursework that the student has satisfactorily completed in another public school, juvenile court school, or a nonpublic, nonsectarian school or agency, and to issue full or partial credit for the coursework completed
- (2) Not require the student to retake any course or a portion of a course which he/she has satisfactorily completed in another public school, juvenile court school, or a nonpublic, nonsectarian school or agency

(3) If the student has completed his/her second year of high school before the transfer, provide the student information about district-adopted coursework and Board-imposed graduation requirements from which he/she may be exempted pursuant to Education Code 51225.1

j. The complainant has a right to appeal the district's decision to the CDE by filing a written appeal within 15 calendar days of receiving the district's decision.

In any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the respondent also shall have the right to file an appeal with the CDE in the same manner as the complainant, if he/she is dissatisfied with the district's decision.

k. The appeal to the CDE must include a copy of the complaint filed with the district and a copy of the district's decision.

l. Copies of the district's UCP are available free of charge.

District Responsibilities

All UCP-related complaints shall be investigated and resolved within 60 calendar days of the district's receipt of the complaint unless the complainant agrees in writing to an extension of the timeline. (5 CCR 4631)

For complaints alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the district shall inform the respondent when the complainant agrees to an extension of the timeline for investigating and resolving the complaint.

The compliance officer shall maintain a record of each complaint and subsequent related actions, including steps taken during the investigation and all information required for compliance with 5 CCR 4631 and 4633.

All parties involved in the allegations shall be notified when a complaint is filed and when a decision or ruling is made. However, the compliance officer shall keep all complaints or allegations of retaliation, unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) confidential except when disclosure is necessary to carry out the investigation, take subsequent corrective action, conduct ongoing monitoring, or maintain the integrity of the process. (5 CCR 4630, 4964)

Filing of Complaints

The complaint shall be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number and a date stamp.

All complaints shall be filed in writing and signed by the complainant. If a complainant is

unable to put a complaint in writing due to conditions such as a disability or illiteracy, district staff shall assist him/her in the filing of the complaint. (5 CCR 4600)

All Complaints shall be filed in accordance with the following rules, as applicable:

1. A written complaint alleging district violation of applicable state or federal law or regulations governing adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, and special education programs may be filed by any individual, public agency, or organization. (5 CCR 4630)
2. Any complaint alleging noncompliance with law regarding the prohibition against requiring students to pay student fees, deposits, and charges or any requirement related to the LCAP may be filed anonymously if the complaint provides evidence, or information leading to evidence, to support an allegation of noncompliance. A complaint about a violation of the prohibition against the charging of unlawful student fees may be filed with the principal of the school. However, any such complaint shall be filed no later than one year from the date the alleged violation occurred. (Education Code 49013, 52075; 5 CCR 4630)
3. A complaint alleging unlawful discrimination, (such as discriminatory harassment, intimidation, or bullying), may be filed only by a person who alleges that he/she personally suffered unlawful discrimination or by a person who believes that an individual or any specific class of individuals has been subjected to it. The complaint shall be initiated no later than six months from the date when the alleged discrimination occurred, or six months from the date when the complainant first obtained knowledge of the facts of the alleged discrimination. The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension. (5 CCR 4630)
4. When a complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) is filed anonymously, the compliance officer shall pursue an investigation or other response as appropriate, depending on the specificity and reliability of the information provided and the seriousness of the allegation.
5. When the complainant or alleged victim of unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) requests confidentiality, the compliance officer shall inform him/her that the request may limit the district's ability to investigate the conduct or take other necessary action. When honoring a request for confidentiality, the district will nevertheless take all reasonable steps to investigate and respond to the complaint consistent with the request.
6. ~~If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy,~~ district staff shall assist him/her in the filing of the complaint. (5 CCR 4600)

Mediation

Within three business days after the compliance officer receives the complaint, he/she may informally discuss with all the parties the possibility of using mediation. Mediation shall be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving an allegation of sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. If the parties agree to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a complaint alleging retaliation, unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the compliance officer shall ensure that all parties agree to make the mediator a party to relevant confidential information. The compliance officer shall also notify all parties of the right to end the informal process at any time.

If the mediation process does not resolve the problem within the parameters of law, the compliance officer shall proceed with his/her investigation of the complaint.

The use of mediation shall not extend the district's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. If mediation is successful and the complaint is withdrawn, then the district shall take only the actions agreed to through the mediation. If mediation is unsuccessful, the district shall then continue with subsequent steps specified in this administrative regulation.

Investigation of Complaint

Within 10 business days after the compliance officer receives the complaint, the compliance officer shall begin an investigation into the complaint.

Within three business days of initiating the investigation, the compliance officer shall provide the complainant and/or his/her representative with the opportunity to present the information contained in the complaint to the compliance officer and shall notify the complainant and/or his/her representative of the opportunity to present the compliance officer with any evidence, or information leading to evidence, to support the allegations in the complaint. Such evidence or information may be presented at any time during the investigation.

In conducting the investigation, the compliance officer shall collect all available documents and review all available records, notes, or statements related to the complaint, including any additional evidence or information received from the parties during the course of the investigation, shall individually interview all available witnesses with information pertinent to the complaint, and may visit any reasonably accessible location where the relevant actions are alleged to have taken place. To resolve a complaint alleging retaliation, unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the compliance officer shall interview the alleged victim(s), any alleged offenders, and other relevant witnesses privately,

separately, and in a confidential manner. As necessary, additional staff or legal counsel may conduct or support the investigation.

A complainant's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or engagement in any other obstruction of the investigation may result in the dismissal of the complaint because of a lack of evidence to support the allegation. Similarly, a respondent's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or engagement in any other obstruction of the investigation may result in a finding, based on evidence collected, that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

In accordance with law, the district shall provide the investigator with access to records and other information related to the allegation in the complaint and shall not in any way obstruct the investigation. Failure or refusal of the district to cooperate in the investigation may result in a finding based on evidence collected that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

The compliance officer shall apply a "preponderance of the evidence" standard in determining the veracity of the factual allegations in a complaint. This standard is met if the allegation is more likely to be true than not.

Report of Findings

Unless extended by written agreement with the complainant, a final decision shall be sent to the complainant within 60 calendar days of the district's receipt of the complaint. Within 30 calendar days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report of the district's investigation and decision, as described in the section "Final Written Decision" below. If the complainant is dissatisfied with the compliance officer's decision, he/she may, within five business days, file his/her complaint in writing with the Board.

The Board may consider the matter at its next regular Board meeting or at a special Board meeting convened in order to meet the 60-day time limit within which the complaint must be answered. The Board may decide not to hear the complaint, in which case the compliance officer's decision shall be final.

If the Board hears the complaint, the compliance officer shall send the Board's decision to the complainant within 60 calendar days of the district's initial receipt of the complaint or within the time period that has been specified in a written agreement with the complainant. (5 CCR 4631)

In resolving any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying), the respondent also shall be sent the district's decision and, in the same manner as the complainant, may file a complaint with the Board if dissatisfied with the

decision

Final Written Decision

The district's decision on how it will resolve the complaint shall be in writing and shall be sent to the complainant and respondent. (5 CCR 4631)

In consultation with district legal counsel, information about the relevant part of a decision may be communicated to a victim who is not the complainant and to other parties that may be involved in implementing the decision or affected by the complaint, as long as the privacy of the parties is protected. In a complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying), notice of the district's decision to the alleged victim shall include information about any sanction to be imposed upon the respondent that relates directly to the alleged victim.

If the complaint involves a limited-English-proficient student or parent/guardian and the student involved attends a school at which 15 percent or more of the students speak a single primary language other than English, then the decision shall also be translated into that language. In other all other instances, the district shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency.

For all complaints, the decision shall include: (5 CCR 4631)

1. The findings of fact based on the evidence gathered. In reaching a factual determination, the following factors may be taken into account:
 - a. Statements made by any witnesses
 - b. The relative credibility of the individuals involved
 - c. How the complaining individual reacted to the incident
 - d. Any documentary or other evidence relating to the alleged conduct
 - e. Past instances of similar conduct by any alleged offenders
 - f. Past false allegations made by the complainant
2. The conclusion(s) of law
3. Disposition of the complaint
4. Rationale for such disposition

For complaints of retaliation or unlawful discrimination, (such as discriminatory

harassment, intimidation, or bullying), the disposition of the complaint shall include a determination for each allegation as to whether retaliation or unlawful discrimination has occurred.

The determination of whether a hostile environment exists may involve consideration of the following:

- a. How the misconduct affected one or more students' education
 - b. The type, frequency, and duration of the misconduct
 - c. The relationship between the alleged victim(s) and offender(s)
 - d. The number of persons engaged in the conduct and at whom the conduct was directed
 - e. The size of the school, location of the incidents, and context in which they occurred
 - f. Other incidents at the school involving different individuals
5. Corrective action(s), including any actions that have been taken or will be taken to address the allegations in the complaint and including, with respect to a student fees complaint, a remedy that comports with Education Code 49013 and 5 CCR 4600

For complaints of unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), including remedies offered or provided to the subject of the complaint

- a. The corrective actions imposed on the individual found to have engaged in the conduct that relate directly to the subject of the complaint
 - b. Individual remedies offered or provided to the subject of the complaint or another person who was the subject of the complaint
 - c. Systemic measures the school has taken to eliminate a hostile environment and prevent recurrence
6. Notice of the complainant's and respondent's right to appeal the district's decision within 15 calendar days to the CDE and procedures to be followed for initiating such an appeal

The decision may also include follow-up procedures to prevent recurrence or retaliation and for reporting any subsequent problems.

For complaints alleging unlawful discrimination based on state law (such as discriminatory harassment, intimidation, and bullying), the decision shall also include a notice to the complainant that:

1. He/she may pursue available civil law remedies outside of the district's complaint procedures, including seeking assistance from mediation centers or public/private interest attorneys, 60 calendar days after the filing of an appeal with the CDE. (Education Code 262.3)
2. The 60 days moratorium does not apply to complaints seeking injunctive relief in state courts or to discrimination complaints based on federal law. (Education Code 262.3)
3. Complaints alleging discrimination based on race, color, national origin, sex, gender, disability, or age may also be filed with the U.S. Department of Education, Office for Civil Rights at www.ed.gov/ocr within 180 days of the alleged discrimination.

Corrective Actions

When a complaint is found to have merit, the compliance officer shall adopt any appropriate corrective action permitted by law. Appropriate corrective actions that focus on the larger school or district environment may include, but are not limited to, actions to reinforce district policies, training for faculty, staff, and students, updates to school policies, or school climate surveys.

For complaints involving retaliation, unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), appropriate corrective actions that focus on the victim may include, but are not limited to, the following:

1. Counseling
2. Academic support
3. Health services
4. Assignment of an escort to allow the victim to move safely about campus
5. Information regarding available resources and how to report similar incidents or retaliation
6. Separation of the victim from any other individuals involved, provided the separation does not penalize the victim
7. Restorative justice
8. Follow-up inquiries to ensure that the conduct has stopped and there has been no retaliation
9. Determination of whether any past actions of the victim that resulted in discipline were related to the treatment the victim received and described in the complaint

For complaints involving retaliation, unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) appropriate corrective actions that focus on a student offender may include, but are not limited to, the following:

1. Transfer from a class or school as permitted by law
2. Parent/guardian conference
3. Education regarding the impact of the conduct on others
4. Positive behavior support
5. Referral to a student success team
6. Denial of participation in extracurricular or co-curricular activities or other privileges as permitted by law
7. Disciplinary action, such as suspension or expulsion, as permitted by law

When an employee is found to have committed retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the district shall take appropriate disciplinary action, up to and including dismissal, in accordance with applicable law and collective bargaining agreement.

The district may also consider training and other interventions for the larger school community to ensure that students, staff, and parents/guardians understand the types of behavior that constitute unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), that the district does not tolerate it, and how to report and respond to it.

If a complaint alleging noncompliance with the laws regarding student fees, deposits, and other charges, physical education instructional minutes for students in elementary schools, or any requirement related to the LCAP is found to have merit, the district shall provide a remedy to all affected students and parents/guardians subject to procedures established by regulation of the State Board of Education.. (Education Code 49013, 51223, 52075)

For complaints alleging noncompliance with the laws regarding student fees, the district shall attempt in good faith, by engaging in reasonable efforts, to identify and fully reimburse all affected students and parents/guardians who paid the unlawful student fees within one year prior to the filing of the complaint. (Education Code 49013; 5 CCR 4600)

Appeals to the California Department of Education

Any complainant who is dissatisfied with the district's final written decision may file an appeal in writing with the CDE within 15 calendar days of receiving the district's decision. (Education Code 222, 48853, 48853.5, 49013, 49069.5, 51223, 51225.1, 51225.2, 51228.3, 52075; 5 CCR

4632)

When a respondent in any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying) is dissatisfied with the district's final written decision, he/she, in the same manner as the complainant, may file an appeal with the CDE.

The complainant or respondent shall specify the basis for the appeal of the decision and whether the facts are incorrect and/or the law has been misapplied. The appeal shall be accompanied by a copy of the locally filed complaint and a copy of the district's decision. (5 CCR 4632)

Upon notification by the CDE that the complainant has appealed the district's decision, the Superintendent or designee shall forward the following documents to the CDE: (5 CCR 4633)

1. A copy of the original complaint
2. A copy of the written decision
3. A summary of the nature and extent of the investigation conducted by the district, if not covered by the decision
4. A copy of the investigation file including, but not limited to, all notes, interviews, and documents submitted by the parties and gathered by the investigator
5. A report of any action taken to resolve the complaint
6. A copy of the district's uniform complaint procedures
7. Other relevant information requested by the CDE

Regulation WESTSIDE UNION SCHOOL DISTRICT
approved: February 3, 2015 Quartz Hill, California
revised: September 20, 2016

Westside Union SD

Board Policy - Revised

Uniform Complaint Procedures

Community Relations

BP 1312.3(a)

The Board of Trustees recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages the early, informal resolution of complaints whenever possible and appropriate. To resolve complaints which cannot be resolved through such informal may require a more formal process, the Board shall adopts a the uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation.

The district's uniform complaint procedures (UCP) shall be used to investigate and resolve the following complaints:

1. Any complaint alleging district violation of applicable state or federal law or regulations governing adult education programs, after school education and safety programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, and special education programs, consolidated categorical aid programs, and any other district-implemented program which is listed in Education Code 64000(a) (5 CCR 4610)

(cf. 3553 - Free and Reduced Price Meals)
(cf. 3555 - Nutrition Program Compliance)
(cf. 5141.4 - Child Abuse Prevention and Reporting)
(cf. 5148 - Child Care and Development)
(cf. 5148.2 - Before/After School Programs)
(cf. 6159 - Individualized Education Program)
(cf. 6171 - Title I Programs)
(cf. 6174 - Education for English Language Learners)
(cf. 6175 - Migrant Education Program)
(cf. 6178 - Career Technical Education)
(cf. 6178.1 - Work-Based Learning)
(cf. 6178.2 - Regional Occupational Center/Program)
(cf. 6200 - Adult Education)

2. Any complaint alleging the occurrence of unlawful discrimination, (such as discriminatory harassment, intimidation, or bullying), against any student, employee, or other person in district programs and activities, including, but not limited to, those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on the person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital, pregnancy or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity,

gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55 (5 CCR 4610) , or based on his/her association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. ~~4030—Nondiscrimination in Employment~~)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

3. Any complaint alleging district noncompliance with the requirement to provide reasonable accommodation to a lactating student on school campus to express breast milk, breastfeed an infant child, or address other breastfeeding-related needs of the student (Education Code 222)

(cf. 5146 - Married/Pregnant/Parenting Students)

4. Any complaint alleging district ~~violation noncompliance of with~~ the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities (5 CCR 4610)

(cf. 3260 - Fees and Charges)

(cf. 3320 - Claims and Actions Against the District)

5. Any complaint alleging ~~that the district has not complied~~ noncompliance with legal requirements related to the implementation of the local control and accountability plan (Education Code 52075)

(cf. 0460 - Local Control and Accountability Plan)

6. Any complaint, by or on behalf of any student who is a foster youth, alleging district noncompliance with any legal requirement applicable to the student regarding placement decisions, the responsibilities of the district's educational liaison to the student, the award of credit for coursework satisfactorily completed in another school or district, school transfer, or the grant of an exemption from Board-imposed graduation requirements (Education Code 48853, 48853.5, 49069.5, 51225.1, 51225.2)

(cf. 6173.1 - Education for Foster Youth)

7. Any complaint, by or on behalf of a homeless student as defined in 42 USC 11434a, alleging district noncompliance with any requirement applicable to the student regarding the award of credit for coursework satisfactorily completed in another school or district or the grant of an exemption from Board-imposed graduation requirements (Education Code 51225.1, 51225.2)

(cf. 6173 - Education for Homeless Children)

8. Any complaint alleging district noncompliance with the physical education instructional minutes requirement for students in elementary school (Education Code 51210, 51223)

(cf. 6142.7 - Physical Education and Activity)

9. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy

10. Any other complaint as specified in a district policy

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process to reach a resolution to the complaint that is agreeable to all parties. ~~One type of ADR is mediation, which shall be offered~~ ADR such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

The district shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. ~~As appropriate~~ For any complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the Superintendent or designee shall keep confidential the identity of the complainant and/or the subject of the complaint, if he/she is different from the complainant, when appropriate and as long as the integrity of the complaint process is maintained.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 5125 - Student Records)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

When an allegation that is not subject to the UCP is included in a UCP complaint, the district shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the district's UCP.

The Superintendent or designee shall provide training to district staff to ensure awareness and knowledge of current law and related requirements, including the steps and timelines specified in this policy and the accompanying administrative regulation.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

The Superintendent or designee shall maintain records of all UCP complaints and the

investigations of those complaints.—~~All such records shall be destroyed~~ in accordance with applicable state law and district policy.

(cf. 3580 - District Records)

Non-UCP Complaints

The following complaints shall not be subject to the district's UCP but shall be referred to the specified agency: (5 CCR 4611)

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services, the County Protective Services Division, and the appropriate law enforcement agency.
2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services and shall, for licensing-exempt facilities, be referred to the appropriate Child Development regional administrator.
3. Any complaint alleging employment discrimination shall be sent to the California Department of Fair Employment and Housing and the compliance officer shall notify the complainant by first class mail of the transfer.
4. Any complaint alleging fraud shall be referred to the California Department of Education.

In addition, the district's Williams Uniform Complaint Procedures, AR 1312.4, shall be used to investigate and resolve any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments. (Education Code 35186)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination
222 Reasonable accommodations; lactating students
8200-8498 Child care and development programs
8500-8538 Adult basic education
18100-18203 School libraries
32289 School safety plan, uniform complaint procedures
35186 Williams uniform complaint procedures
48853-48853.5 Foster youth
48985 Notices in language other than English

49010-49013 Student fees
 49060-49079 Student records
 49069.5 Rights of parents
 49490-49590 Child nutrition programs
 51210 Courses of study grades 1-6
 51223 Physical education, elementary schools
 51225.1-51225.2 Foster youth and homeless children; course credits; graduation requirements
 51228.1-51228.3 Course periods without educational content
 52060-52077 Local control and accountability plan, especially
 52075 Complaint for lack of compliance with local control and accountability plan requirements
 52160-52178 Bilingual education programs
 EDUCATION CODE (continued)
 52300-52490 Career technical education
 52500-52616.24 Adult schools
~~52800-52870 School-based program coordination~~
 54400-54425 Compensatory education programs
 54440-54445 Migrant education
 54460-54529 Compensatory education programs
 56000-56867 Special education programs
 59000-59300 Special schools and centers
 64000-64001 Consolidated application process
 GOVERNMENT CODE
 11135 Nondiscrimination in programs or activities funded by state
 12900-12996 Fair Employment and Housing Act
 PENAL CODE
 422.55 Hate crime; definition
 422.6 Interference with constitutional right or privilege
 CODE OF REGULATIONS, TITLE 2
 11023 Harassment and discrimination prevention and correction
 CODE OF REGULATIONS, TITLE 5
 3080 Application of section
 4600-4687 Uniform complaint procedures
 4900-4965 Nondiscrimination in elementary and secondary education programs
 UNITED STATES CODE, TITLE 20
 1221 Application of laws
 1232g Family Educational Rights and Privacy Act
 1681-1688 Title IX of the Education Amendments of 1972
 6301-6577 Title I basic programs
 6801-6871 Title III language instruction for limited English proficient and immigrant students
 7101-7184 Safe and Drug-Free Schools and Communities Act
 7201-7283g Title V promoting informed parental choice and innovative programs
 7301-7372 Title V rural and low-income school programs
 12101-12213 Title II equal opportunity for individuals with disabilities
 UNITED STATES CODE, TITLE 29

794 Section 504 of Rehabilitation Act of 1973
UNITED STATES CODE, TITLE 42
2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended
2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964
6101-6107 Age Discrimination Act of 1975
CODE OF FEDERAL REGULATIONS, TITLE 28
35.107 Nondiscrimination on basis of disability; complaints
CODE OF FEDERAL REGULATIONS, TITLE 34
99.1-99.67 Family Educational Rights and Privacy
100.3 Prohibition of discrimination on basis of race, color or national origin
104.7 Designation of responsible employee for Section 504
106.8 Designation of responsible employee for Title IX
106.9 Notification of nondiscrimination on basis of sex
110.25 Notification of nondiscrimination on the basis of age

Management Resources:

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Dear Colleague Letter: Title IX Coordinators, April 2015
Questions and Answers on Title IX and Sexual Violence, April 2014
Dear Colleague Letter: Bullying of Students with Disabilities, August 2013
Dear Colleague Letter: Sexual Violence, April 2011
Dear Colleague Letter: Harassment and Bullying, October 2010
Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001

U.S. DEPARTMENT OF JUSTICE PUBLICATIONS

Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 2002

WEB SITES

CSBA: <http://www.csba.org>
California Department of Education: <http://www.cde.ca.gov>
Family Policy Compliance Office: <http://familypolicy.ed.gov>
U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>
U.S. Department of Justice: <http://www.justice.gov>

Policy WESTSIDE UNION SCHOOL DISTRICT
~~adopted: February 3, 2015 Quartz Hill, California~~
~~revised: September 20, 2016~~

Westside Union SD

Administrative Regulation - Revised

Nondiscrimination/Harassment

Students

AR 5145.3(a)

The district designates the individual(s) identified below as the employee(s) responsible for coordinating the district's efforts to comply with state and federal civil rights laws, including Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, and the Age Discrimination Act of 1975, and to answer inquiries regarding the district's nondiscrimination policies. The individual(s) shall also serve as the compliance officer(s) specified in AR 1312.3 - Uniform Complaint Procedures as the responsible employee to handle complaints regarding alleging unlawful discrimination targeting a student, including discriminatory harassment, intimidation, or bullying, based on the student's actual or perceived race, color, ancestry, national origin, nationality, ethnicity, ethnic group identification, age, religion, marital or parental status, pregnancy, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or any other legally protected status; ~~the perception of one or more of such characteristics~~; or association with a person or group with one or more of these actual or perceived characteristics. The coordinator/compliance officer(s) may be contacted at: (Education Code 234.1; 5 CCR 4621)

Assistant Superintendent Educational Services
41914 50th Street West
Lancaster, CA 93536
(661) 722-0716
ma.johnson@westside.k12.ca.us

Deputy Superintendent
41914 50th Street West
Lancaster, CA 93536
(661) 722-0716
r.hughes@westside.k12.ca.us

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.3 - Uniform Complaint Procedures)

Measures to Prevent Discrimination

To prevent unlawful discrimination, including discriminatory harassment, intimidation, retaliation, and bullying, of students at district schools or in school activities and to ensure equal access of all students to the educational program, the Superintendent or designee shall implement the following measures:

1. Publicize the district's nondiscrimination policy and related complaint procedures,

including the coordinator/compliance officer's contact information, to students, parents/guardians, employees, volunteers, and the general public and by posting them on the district's web site and other prominent locations that are easily accessible to students and providing easy access to them through district-supported social media, when available. (Education Code 234.1)

2. Post in a prominent and conspicuous location on the district and school web sites information regarding Title IX prohibitions against discrimination based on a student's sex, gender, gender identity, pregnancy, and parental status, including the following: (Education Code 221.61)

a. The name and contact information of the district's Title IX coordinator, including the phone number and email address

b. The rights of students and the public and the responsibilities of the district under Title IX, including a list of rights as specified in Education Code 221.8 and web links to information about those rights and responsibilities located on the web sites of the Office for Equal Opportunity and the U.S. Department of Education's Office for Civil Rights (OCR)

c. A description of how to file a complaint of noncompliance with Title IX in accordance with AR 1312.3 - Uniform Complaint Procedures, which shall include:

(1) An explanation of the statute of limitations within which a complaint must be filed after an alleged incident of discrimination has occurred and how a complaint may be filed beyond the statute of limitations

(2) An explanation of how the complaint will be investigated and how the complainant may further pursue the complaint, including web links to this information on the OCR's web site

(3) A web link to the OCR complaints form and the contact information for the office, including the phone number and email address for the office

(cf. 1113 - District and School Web Sites)

(cf. 1114 - District-Sponsored Social Media)

2.3. Provide to students a handbook that contains age-appropriate information that clearly describes the district's nondiscrimination policy, procedures for filing a complaint, and resources available to students who feel that they have been the victim of any such behavior. (Education Code 234.1)

3.4. Annually notify all students and parents/guardians of the district's nondiscrimination policy. ~~The notice shall inform students and parents/guardians of the possibility that students will participate in a sex-segregated school program or activity together with another student of the opposite biological sex, and that they may inform the compliance officer if they feel such-~~

participation would be against the student's religious beliefs and/or practices or a violation of his/her right to privacy. In such a case, the compliance officer shall meet with the student and/or parent/guardian who raises the objection to determine how best to accommodate that student. The notice shall inform students and parents/guardians that the district will not typically notify them of individual instances of transgender students participating in a program or activity, including its responsibility to provide a safe, nondiscriminatory school environment for all students, including transgender and gender-nonconforming students. The notice shall inform students and parents/guardians that they may request to meet with the compliance officer to determine how best to accommodate or resolve concerns that may arise from the district's implementation of its nondiscrimination policies. The notice shall also inform all students and parents/guardians that, to the extent possible, the district will address any individual student's interests and concerns in private.

(cf. 5145.6 - Parental Notifications)

4. 5. The Superintendent or designee shall ensure that all students and parents/guardians, including students and parents/guardians with limited English proficiency, are notified of how to access the relevant information provided in the district's nondiscrimination policy and related complaint procedures, notices, and forms in a language they can understand.

If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district's policy, regulation, forms, and notices concerning nondiscrimination shall be translated into that language in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency.

5. 6. Provide to students, employees, volunteers, and parents/guardians age-appropriate training and information regarding the district's nondiscrimination policy; what constitutes prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying; how and to whom a report of an incident should be made; and how to guard against segregating or stereotyping students when providing instruction, guidance, supervision, or other services to them. Such training and information shall include details of guidelines for addressing issues related to the district may use to provide a discrimination-free environment for all district students, including transgender and gender-nonconforming students.

(cf. 1240 - Volunteer Assistance)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

6. 7. At the beginning of each school year, inform school employees that any employee who witnesses any act of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, against a student is required to intervene if it is safe to do so.
(Education Code 234.1)

7. ~~8.~~ At the beginning of each school year, inform each principal or designee of the district's responsibility to provide appropriate assistance or resources to protect students' privacy rights and ensure their safety from threatened or potentially discriminatory behavior.

Enforcement of District Policy

The Superintendent or designee shall take appropriate actions to reinforce BP 5145.3 - Nondiscrimination/Harassment. As needed, these actions may include any of the following:

1. Removing vulgar or offending graffiti

(cf. 5131.5 - Vandalism and Graffiti)

2. Providing training to students, staff, and parents/guardians about how to recognize unlawful discrimination, how to report it or file a complaint, and how to respond

3. Disseminating and/or summarizing the district's policy and regulation regarding unlawful discrimination

4. Consistent with the laws regarding the confidentiality of student and personnel records, communicating the school's response to students, parents/guardians, and the community

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 5125 - Student Records)

5. Taking appropriate disciplinary action against ~~perpetrators~~ students, employees, and anyone determined to have engaged in wrongdoing, including any student who is found to have made a complaint of discrimination that he/she knew was not true

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 6159.4 - Behavioral Interventions for Special Education Students)

Process for Initiating and Responding to Complaints

Any student who feels that he/she has been subjected to unlawful discrimination described above or in district policy is strongly encouraged to immediately contact the compliance officer, principal, or any other staff member. In addition, any student who observes any such incident is strongly encouraged to report the incident to the compliance officer or principal, whether or not the alleged victim files a complaint.

Any school employee who observes an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, or to whom such an incident is reported shall report the incident to the compliance officer or principal within a school day, whether or not the alleged victim files a complaint.

Any school employee who witnesses an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

~~When any report of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, is submitted to or received by the principal or compliance officer, he/she shall inform the student or parent/guardian of the right to file a formal complaint pursuant to the provisions in AR 1312.3 - Uniform Complaint Procedures. Any report of unlawful discrimination involving the principal, compliance officer, or any other person to whom the complaint would ordinarily be reported or filed shall instead be submitted to the Superintendent or designee. Even if the student chooses not to file a formal complaint, the principal or compliance officer shall implement immediate measures necessary to stop the discrimination and to ensure all students have access to the educational program and a safe school environment.~~

~~Upon receiving a complaint of discrimination, the compliance officer shall immediately investigate the complaint in accordance with the district's uniform complaint procedures specified in AR 1312.3.~~

When a verbal report of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, is made to or received by the principal or compliance officer, he/she shall make a note of the report and encourage the student or parent/guardian to file the complaint in writing, pursuant to the provisions in AR 1312.3 - Uniform Complaint Procedures. Once notified verbally or in writing, the principal or compliance officer shall begin the investigation and shall implement immediate measures necessary to stop the discrimination and ensure that all students have access to the educational program and a safe school environment. Any interim measures adopted to address unlawful discrimination shall, to the extent possible, not disadvantage the complainant or a student who is the victim of the alleged unlawful discrimination.

Any report or complaint alleging unlawful discrimination by the principal, compliance officer, or any other person to whom a report would ordinarily be made or complaint filed shall instead be made to or filed with the Superintendent or designee who shall determine how the complaint will be investigated.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

Transgender and Gender-Nonconforming Students

Gender identity of a student means a student's gender-related identity, appearance, or behavior, as determined by the student's internal sense of his/her gender, whether or not that

gender-related identity, appearance, or behavior is different from that traditionally associated with the student's physiology or assigned sex at birth.

Gender expression means a student's gender-related appearance and behavior, whether stereotypically associated with the student's assigned sex at birth. (Education Code 210.7)

Gender transition refers to the process in which a student changes from living and identifying as the sex assigned to the student at birth to living and identifying as the sex that corresponds to the student's gender identity.

Gender-nonconforming student means a student whose gender expression differs from stereotypical expectations.

Transgender student means a student whose gender identity or gender expression is different from that traditionally associated with the assigned sex at birth.

Regardless of whether they are sexual in nature, acts of verbal, nonverbal, or physical aggression, intimidation, or hostility that are based on sex, gender identity, or gender expression, ~~regardless of whether they are sexual in nature, where the act has or that have the purpose or effect of having producing a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment are prohibited under state and federal law.~~ Examples of types of conduct which are prohibited in the district and which may constitute gender-based harassment include, but are not limited to:

1. Refusing to address a student by a name and the pronouns consistent with his/her gender identity
2. Disciplining or disparaging a ~~transgender student because his/her mannerisms, hairstyle, or style of dress correspond to his/her gender identity, or a non-transgender student because his/her mannerisms, hairstyle, or style of dress do not conform to stereotypes for his/her gender~~ or are perceived as indicative of the other sex student or excluding him/her from participating in activities for behavior or appearance that is consistent with his/her gender identity or that does not conform to stereotypical notions of masculinity or femininity, as applicable
3. Blocking a student's entry to the bathroom that corresponds to his/her gender identity ~~because the student is transgender or gender-nonconforming~~
4. Taunting a student because he/she participates in an athletic activity more typically favored by a student of the other sex
5. Revealing a student's transgender status to individuals who do not have a legitimate need for the information, ~~without the student's consent~~
6. Use of gender-specific slurs

7. Physical assault of a student motivated by hostility toward him/her because of his/her gender, gender identity, or gender expression

The district's uniform complaint procedures (AR 1312.3) shall be used to report and resolve complaints alleging discrimination against transgender and gender-nonconforming students.

Examples of bases for complaints include, but are not limited to, the above list, as well as improper rejection by the district of a student's asserted gender identity, denial of access to facilities that correspond with a student's gender identity, improper disclosure of a student's transgender status, discriminatory enforcement of a dress code, and other instances of gender-based harassment.

To ensure that transgender and gender-nonconforming students are afforded the same rights, benefits, and protections provided to all students by law and Board policy, the district shall address each situation on a case-by-case basis, in accordance with the following guidelines:

1. Right to privacy: A student's transgender or gender-nonconforming status is his/her private information and the district will only disclose the information to others with the student's prior written consent, except when the disclosure is otherwise required by law or when the district has compelling evidence that disclosure is necessary to preserve the student's physical or mental well-being. ~~In the latter instance, the district shall limit disclosure to individuals reasonably believed to be able to protect the student's well-being. Any district employee to whom a student discloses his/her transgender or gender-nonconforming status shall seek the student's permission to notify the compliance officer. If the student refuses to give permission, the employee shall keep the student's information confidential, unless he/she is required to disclose or report the student's information pursuant to this procedure, and shall inform the student that honoring the student's request may limit the district's ability to meet the student's needs related to his/her status as a transgender or gender-nonconforming student. If the student permits the employee to notify the compliance officer, the employee shall do so within three school days.~~

~~As appropriate given the physical, emotional, and other significant risks to the student, the compliance officer may consider discussing with the student any need to disclose the student's transgender or gender-nonconformity status to his/her parents/guardians and/or others, including other students, teacher(s), or other adults on campus. The district shall offer support services, such as counseling, to students who wish to inform their parents/guardians of their status and desire assistance in doing so.~~

In any case, the district shall only allow disclosure of a student's personally identifiable information to employees with a legitimate educational interest as determined by the district pursuant to 34 CFR 99.31. Any district employee to whom a student's transgender or gender-nonconforming status is disclosed shall keep the student's information confidential. When disclosure of a student's gender identity is made to a district employee by a student, the employee shall seek the student's permission to notify the compliance officer. If the student refuses to give permission, the employee shall keep the student's information confidential, unless he/she is

required to disclose or report the student's information pursuant to this administrative regulation, and shall inform the student that honoring the student's request may limit the district's ability to meet the student's needs related to his/her status as a transgender or gender-nonconforming student. If the student permits the employee to notify the compliance officer, the employee shall do so within three school days.

As appropriate given the student's need for support, the compliance officer may discuss with the student any need to disclose the student's transgender or gender-nonconformity status or gender identity or gender expression to his/her parents/guardians and/or others, including other students, teacher(s), or other adults on campus. The district shall offer support services, such as counseling, to students who wish to inform their parents/guardians of their status and desire assistance in doing so.

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

2. **Determining a Student's Gender Identity:** The compliance officer shall accept the student's assertion unless district personnel present a credible basis for believing that the student's assertion is for an improper purpose. In such a case, the compliance officer shall document the improper purpose and, within seven school days of receiving notification of the student's assertion, shall provide a written response to the student and, if appropriate, to his/her parents/guardians of his/her gender identity and begin to treat the student consistent with his/her gender identity unless district personnel present a credible and supportable basis for believing that the student's assertion is for an improper purpose.

3. **Addressing a Student's Transition Needs:** The compliance officer shall arrange a meeting with the student and, if appropriate, his/her parents/guardians to identify potential issues, including transition-related issues, and to develop strategies for addressing them. The meeting shall discuss the transgender or gender-nonconforming student's rights and how those rights may affect and be affected by the rights of other students and shall address specific subjects related to the student's access to facilities and to academic or educational support programs, services, or activities, including, but not limited to, sports and other competitive endeavors. In addition, the compliance officer shall identify specific school site employee(s) to whom the student may report any problem related to his/her status as a transgender or gender-nonconforming individual, so that prompt action could be taken to address it. The compliance officer shall arrange a meeting with the student and, if appropriate, his/her parents/guardians to identify and develop strategies for ensuring that the student's access to education programs and activities is maintained. The meeting shall discuss the transgender or gender-nonconforming student's rights and how those rights may affect and be affected by the rights of other students and shall address specific subjects related to the student's access to facilities and to academic or educational support programs, services, or activities, including, but not limited to, sports and other competitive endeavors. In addition, the compliance officer shall identify specific school site employee(s) to whom the student may report any problem related to his/her status as a transgender or gender-nonconforming individual, so that prompt action could

be taken to address it. Alternatively, if appropriate and desired by the student, the school may form a support team for the student that will meet periodically to assess whether the student's arrangements are meeting his/her educational needs and providing equal access to programs and activities, educate appropriate staff about the student's transition, and serve as a resource to the student to better protect the student from gender-based discrimination.

4. Accessibility to Sex-Segregated Facilities, Programs, and Activities: When the district may maintains sex-segregated facilities, such as restrooms and locker rooms, and sex-segregated programs and activities, such as physical education classes, intermural sports, and interscholastic athletic programs.—A students shall be entitled permitted to access facilities and participate in programs and activities consistent with his/her gender identity. If available and requested by any student, regardless of the underlying reason, To address any student's privacy concerns in using sex-segregated facilities, the district shall offer available options to address privacy concerns in sex-segregated facilities, such as a gender-neutral or single-use restroom or changing area, a bathroom stall with a door, an area in the locker room separated by a curtain or screen, access to a staff member's office, or use of the locker room before or after the other students. However, the district shall not require a student to utilize these options because he/she is transgender or gender-nonconforming. In addition, a student shall be permitted to participate in accordance with his/her gender identity in other circumstances where students are separated by gender, such as for class discussions, yearbook pictures, and field trips. A student's right to participate in a sex-segregated activity in accordance with his/her gender identity shall not render invalid or inapplicable any other eligibility rule established for participation in the activity.

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

(cf. 6153 - School-Sponsored Trips)

(cf. 7110 - Facilities Master Plan)

5. Student Records: A student's legal name or gender as entered on the mandatory student record required pursuant to 5 CCR 432 shall only be changed pursuant to a court order. However, at the written request of a student or, if appropriate, his/her parents/guardians, the district shall use the student's preferred name and pronouns consistent with his/her gender identity on all other district-related documents.

(cf. 5125 - Student Records)

(cf. 5125.1 - Release of Directory Information)

6. Names and Pronouns: If a student so chooses, district personnel shall be required to address the student by a name and the pronouns consistent with his/her gender identity, without the necessity of a court order or a change to his/her official district record. However, inadvertent slips or honest mistakes by district personnel in the use of the student's name and/or consistent pronouns shall not constitute a violation of this administrative regulation or the accompanying district policy.

7. Uniforms/Dress Code: A student has the right to dress in a manner consistent with

AR 5145.3(j)

his/her gender identity, subject to any dress code adopted on a school site.

(cf. 5132 - Dress Code)

Regulation WESTSIDE UNION SCHOOL DISTRICT
approved: February 3, 2015 Quartz Hill, California

Westside Union SD

Board Policy - Replace

Science Instruction

Instruction

BP 6142.93(a)

The Board of Trustees believes that science education should focus on giving students an understanding of the biological and physical aspects of science, key scientific concepts, and methods of scientific inquiry and investigation. Students should become familiar with the natural world and the interrelationship of science, mathematics, technology, and engineering. As part of science instruction, students should learn how to apply scientific knowledge and reasoning.

(cf. 0440 - District Technology Plan)
(cf. 5145.8 - Refusal to Harm or Destroy Animals)
(cf. 6142.92 - Mathematics Instruction)
(cf. 6143 - Courses of Study)
(cf. 6146.1 - High School Graduation Requirements)

Philosophical and religious theories that are based, at least in part, on faith and are not subject to scientific test and refutation shall not be discussed during science instruction.

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

The district's academic standards for science instruction shall meet or exceed the California Next Generation Science Standards (CA-NGSS). The Superintendent or designee shall ensure that curricula used in district schools are aligned with these standards and the state curriculum framework.

(cf. 6011 - Academic Standards)
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

The Superintendent or designee shall ensure that students have access to and are enrolled in a broad course of study including science courses.

(cf. 0460 - Local Control and Accountability Plan)

The Superintendent or designee shall provide certificated staff with opportunities to participate in professional development activities designed to enhance their knowledge of district-adopted academic standards, instructional strategies for teaching science, and changes in scientific theories.

(cf. 4131 - Staff Development)
(cf. 4331 - Staff Development)

The Superintendent or designee shall develop and implement appropriate safety measures for science laboratory classes, including, but not limited to, staff and student safety training, use of eye safety devices, hearing protection, first aid procedures, regular equipment maintenance, safe use of heat sources, safe use and disposal of hazardous chemicals, proper ventilation, prevention of exposure to bloodborne pathogens from sharp instruments, fire prevention and control, an emergency response plan, and evacuation procedures. Parents/guardians shall be informed of the types of science laboratory activities that will be conducted and encouraged to sign consent forms for their child's participation.

(cf. 3514.1 - Hazardous Substances)

(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)

(cf. 4157/4257/4357- Employee Safety)

(cf. 5142 - Safety)

The Superintendent or designee shall regularly report to the Board regarding the implementation and effectiveness of the science curriculum at each grade level. At a minimum, each report shall address the extent to which the program is aligned with the CA-NGSS, any applicable student assessment results, and feedback from students, parents/guardians, and staff regarding the program.

(cf. 0500 - Accountability)

(cf. 6162.51 - State Academic Achievement Tests)

Legal Reference:

EDUCATION CODE

8774 Residential outdoor science program

32030-32034 Eye safety

32255-32255.6 Student's right to refrain from harmful or destructive use of animals

33475-33475.5 Model curriculum on stem cell science

49340-49341 Hazardous substances education

51210 Areas of study, grades 1 through 6

51210.3 Elementary science coach

51220 Areas of study, grades 7 through 12

51225.3 High school graduation

52060-52077 Local control and accountability plan

60640-60649 California Assessment of Student Performance and Progress

CODE OF REGULATION, TITLE 5

14030 Science laboratories, design specifications

CODE OF REGULATIONS, TITLE 8

5191 Occupational exposure to hazardous chemicals in laboratories; chemical hygiene plan

Management Resources:

CSBA PUBLICATIONS

Supporting Implementation of the California Next Generation Science Standards (CA-NGSS),
Governance Brief, November 2016

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Science Framework for California Public Schools: Kindergarten Through Grade Twelve, 2016

Next Generation Science Standards Systems Implementation Plan for California, 2014

California Next Generation Science Standards, 2013

Science Safety Handbook for California Public Schools, 2012

WEB SITES

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

California Alliance for Next Generation Science Standards:

<http://cdefoundation.org/stem/ca4ngss>

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

California Science Teachers Association: <http://www.cascience.org>

U.S. Department of Education, STEM Education: <http://www.ed.gov/stem>

(10/95) 5/17

Westside Union SD

Board Policy - Revised

Extracurricular And Cocurricular Activities

Instruction

BP 6145(a)

The Board of Trustees recognizes that extracurricular and cocurricular activities enrich the educational and social development and experiences of students and enhance students' feelings of connectedness with the schools. The district shall encourage and support student participation in extracurricular and cocurricular activities without compromising the integrity and purpose of the educational program.

(cf. 1330 - Use of School Facilities)

(cf. 5137 - Positive School Climate)

(cf. 6145.2 - Athletic Competition)

(cf. 5148.2 - Before/After School Programs)

Prerequisites for student participation in extracurricular and cocurricular activities shall be limited to those that have been demonstrated to be essential to the success of the activity. No extracurricular or cocurricular program or activity shall be provided or conducted separately and no district student's participation in extracurricular and cocurricular activities shall be required or refused based on the student's gender, sexual orientation, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability. Requirements for participation in extracurricular and cocurricular activities shall be limited to those that are essential to the success of the activity. on the basis of any actual or perceived characteristic listed as a prohibited category of discrimination in state or federal law, nor shall any student's participation in an extracurricular or cocurricular activity be required or refused on those bases. (5 CCR 4925)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

Any complaint regarding the district's extracurricular and cocurricular programs or activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures.

No student shall be prohibited from participating in extracurricular and cocurricular activities related to the educational program because of inability to pay fees associated with the activity. Unless specifically authorized by law, no student shall be charged a fee for his/her participation in educational activities, including extracurricular and cocurricular activities and materials or equipment related to such activities. (Education Code 49010, 49011)

(cf. 3260 - Fees and Charges)

(cf. 3452 - Student Activity Funds)

Eligibility Requirements

To be eligible to participate in extracurricular and cocurricular activities, students in grades 5 through 8 must demonstrate satisfactory educational progress in the previous formal grading period (semester) including but not limited to: . (Education Code 35160.5)

1. Maintenance of a minimum of 2.0 grade point average on a 4.0 scale
2. Students with any "F" do not meet eligibility requirements

~~(cf. 6146.1—High School Graduation Requirements)~~
~~(cf. 6162.52—High School Exit Examination)~~

~~(cf. 5121 - Grades/Evaluation of Student Achievement)~~
~~(cf. 6146.1 - High School Graduation Requirements)~~

~~In response to a written request from the student's parent or guardian the Superintendent or designee may grant a probationary period of not more than 30 days to an ineligible student for compelling reasons. Students granted probationary eligibility must meet the required standards by the end of the probationary period in order to remain eligible for participation.~~

~~The Superintendent or designee shall provide the necessary assistance to help ineligible students achieve the academic standards required by law.~~

~~(cf. 6164.5—Student Study Teams)~~
~~(cf. 6176—Weekend/Saturday Classes)~~
~~(cf. 6177—Summer School)~~
~~(cf. 6179—Supplemental Instruction)~~

~~The Superintendent or designee may grant ineligible students a probationary period not to exceed one semester. Students granted probationary eligibility must meet the required standards by the end of the probationary period in order to remain eligible for participation. (Education Code 35160.5)~~

~~Any decision regarding the eligibility of a homeless student, foster youth, or child of an active duty military family for extracurricular or cocurricular activities shall be made by the Superintendent or designee in accordance with Education Code 48850 and 49701.~~

~~(cf. 6173 - Education for Homeless Children)~~
~~(cf. 6173.1 - Education for Foster Youth)~~
~~(cf. 6173.2 - Education of Children of Military Families)~~

The Superintendent or designee may revoke a student's eligibility for participation in extracurricular and cocurricular activities when the student's poor citizenship is serious enough to warrant loss of this privilege. Examples of "serious" poor citizenship include but are not limited to suspension from school, low merits or disrespect to the coach, advisor or teammates.

(cf. 5144 - Discipline)

To be eligible to participate in any extracurricular activity, the student must be in attendance on the day the activity is scheduled and the student must be participating in all required classes through an approved district program. Should emergency situations arise that prevent the student from being in attendance on the day of the activity, the parent may submit a written request to the site administrator for exception to this policy. The site administrator may allow participation, if he/she determines that the reason for the absence was emergent and unavoidable.

To participate in an extracurricular program such as but not limited to sports, cheerleading, dance, the student must be enrolled and attending a physical education program on a regular school site.

Students who have medical excuses from physical activities during the school day will be restricted from participation in extracurricular activities in accordance with that medical excuse.

Student Conduct at Extracurricular/Cocurricular Events

When attending or participating in extracurricular and cocurricular activities on or off campus, district students are subject to district policies and regulations relating to student conduct. Students who violate district policies and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, or denial of participation in extracurricular or cocurricular activities in accordance with Board policy and administrative regulation. When appropriate, the Superintendent or designee shall notify local law enforcement.

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Annual Notice

At least annually, the principal shall provide students and parents with written notice of this policy and its implementation at the school site. At the beginning of each extracurricular/cocurricular activity, specific written notice will be provided to those students selected to participate in the activity.

Annual Policy Review

The Board shall annually review this policy and implementing regulations.

Legal Reference:

EDUCATION CODE

35145 Public meetings

35160.5 District policy rules and regulations; requirements; matters subject to regulation

35179 Interscholastic athletics; associations or consortia

35181 Students' responsibilities

48850 Participation of foster youth in extracurricular activities and interscholastic sports

48930-48938 Student organizations

49010-49013 Student fees

49024 Activity Supervisor Clearance Certificate

49700-49704 Education of children of military families

CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system

CODE OF REGULATIONS, TITLE 5

350 Fees not permitted

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

5531 Supervision of extracurricular activities of pupils

UNITED STATES CODE, TITLE 42

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

COURT DECISIONS

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

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

CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURE

Compact on Educational Opportunity for Military Children: Preliminary Final Report, March 2009

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

Information on Assembly Bill 346 Concerning the Activity Supervisor Clearance Certificate (ASCC), Coded Correspondence 10-11, July 20, 2010

WEB SITES.

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

California Association of Directors of Activities: <http://www.cadal.org>

California Department of Education, Educational Options Office: —

<http://www.ede.ca.gov/ls/pf/me>

California Department of Education, Foster Youth Services: <http://www.ede.ca.gov/ls/pf/fy/>

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

California Interscholastic Federation: <http://www.cifstate.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

BP 6145(e)

Policy WESTSIDE UNION SCHOOL DISTRICT
adopted: March 16, 2010 Quartz Hill, California

Westside Union SD

Board Policy - Revised

Athletic Competition

Instruction

BP 6145.2(a)

The Board of Trustees recognizes that the district's athletic program constitutes an integral component of the educational program, providing participants with an opportunity to promote physical well-being, enhance self-confidence, build school spirit and promote a positive school climate while learning values such as teamwork and sportsmanship. The athletic program shall be designed to meet students' interests and abilities and be varied in scope to attract wide participation.

(cf. 3541.1 - Transportation for School-Related Trips)
(cf. 5030 - Student Wellness)
(cf. 5137 - Positive School Climate)
(cf. 6142.7 - Physical Education and Activity)
(cf. 7110 - Facilities Master Plan)

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, sports skills, and sportsmanship. Athletic events shall be officiated by qualified personnel.

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

The Board encourages business and community support for district athletic programs, subject to applicable district policies and regulations governing advertisements and donations.

(cf. 1260 - Educational Foundation)
(cf. 1321 - Solicitation of Funds from and by Students)
(cf. 1325 - Advertising and Promotion)
(cf. 1700 - Relations Between Private Industry and the Schools)
(cf. 3290 - Gifts, Grants and Bequests)

Nondiscrimination and Equivalent Opportunities in the Athletic Program

The district's athletic program shall be free from discrimination and discriminatory practices in accordance with state and federal law, including, but not limited to, the use of any racially derogatory or discriminatory school or athletic team name, mascot, or nickname. The Superintendent or designee shall ensure that equivalent opportunities are provided for males and females, and that students are permitted to participate in athletic activities consistent with their gender identity.

(cf. 0410- Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

Any complaint regarding the district's athletic program shall be filed in accordance with the district's uniform complaint procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Student Eligibility

~~The first priority of student athletes shall be a commitment to their education and academic achievement.~~

~~(cf. 6011 - Academic Standards)~~

Eligibility requirements for student participation in the district's interscholastic athletic program, including requirements pertaining to academic achievement, shall be ~~eligibility for a child in foster care or a child of a military family~~, are the same as those set by the district for participation in extracurricular and cocurricular activities.

Participation in the district interscholastic athletic program is limited to those students who maintain the required grade point average and/or credit requirements established by the Board for participation in extracurricular and cocurricular activities and meet other district eligibility requirements.

(cf. 3530 - Risk Management/Insurance)

(cf. 5111.1 - District Residency)

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6173.2 - Education of Children of Military Families)

In addition, the Superintendent or designee shall ensure that students participating in interscholastic athletics governed by the CIF satisfy CIF eligibility requirements.

Students shall not be charged a fee to participate in an athletic program, including, but not limited to, a fee to cover the cost of uniforms, locks, lockers, or athletic equipment.

(cf. 3260 - Fees and Charges)

(cf. 5143 - Insurance)

Sportsmanship

The Board values the quality and integrity of the athletic program and the ethical well-being and character development of student athletes. Student athletes, coaches, parents/guardians,

spectators, and others are expected to demonstrate good sportsmanship, ethical conduct, and fair play during all athletic competitions. They shall also abide by the core principles of trustworthiness, respect, responsibility, fairness, caring, and good citizenship and the Codes of Conduct adopted by the California Interscholastic Federation (CIF).

Students and staff may be subject to disciplinary action for improper conduct.

- (cf. 3515.2 - Disruptions)
- (cf. 4118 - Suspension/Disciplinary Action)
- (cf. 4218 - Dismissal/Suspension/Disciplinary Action)
- (cf. 5131 - Conduct)
- (cf. 5131.1 - Bus Conduct)
- (cf. 5131.4 - Student Disturbances)
- (cf. 5144 - Discipline)
- (cf. 5144.1 - Suspension and Expulsion/Due Process)
- (cf. 5144.2 - Suspension and Expulsion/Due Process (Individuals with Disabilities))

Health and Safety

The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities. Students shall have a medical clearance before participating in the interscholastic athletic program. Care shall be taken to ensure that all athletic training and competition is conducted in a manner which will not overtax the physical capabilities of the participants. When appropriate, protective equipment shall be used to prevent or minimize injuries.

- (cf. 5131.61 - Drug Testing)
- (cf. 5131.63 - Steroids)
- (cf. 5141.3 - Health Examinations)
- (cf. 5143 - Insurance)
- (cf. 5141.6 - School Health Services)
- (cf. 5141.7 - Sun Safety)
- (cf. 5143 - Insurance)

Coaches and appropriate district employees shall take every possible precaution to ensure that athletic equipment is kept in safe and serviceable condition. The Superintendent or designee shall ensure that all athletic equipment is cleaned and inspected for safety before the beginning of each school year.

- (cf. 5142 - Safety)

~~In the event that an injury occurs, the coach or other appropriate district employee shall observe universal precautions and shall remove the student athlete from the activity and/or seek medical treatment for the student as appropriate.~~ In the event of an injury or a perceived imminent risk to a student's health, such as a concussion or passing out, fainting, or other sign of sudden cardiac

arrest, during or immediately after an athletic activity, the coach or any other district employee who is present shall remove the student athlete from the activity, observe universal precautions in handling blood or other bodily fluid, and/or seek medical treatment for the student as appropriate.

(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)

(cf. 4119.43/4219.43/4319.43 - Universal Precautions)

(cf. 5141 - Health Care and Emergencies)

(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)

(cf. 5141.22 - Infectious Diseases)

Whenever an injury is suffered by a student, the Superintendent or designee shall notify the student's parent/guardian of the date, time, and extent of any injury suffered by the student and any actions taken to treat the student.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

~~270-271 Athletes' Bill of Rights~~

17578 Cleaning and sterilizing of football equipment

17580-17581 Football equipment

32220-32224 Insurance for athletic teams, especially:

32221.5 Required insurance for athletic activities

33353-33353.5 California Interscholastic Federation; implementation of policies, insurance program

33354 California Department of Education authority over interscholastic athletics

33479-33479.9 The Eric Parades Sudden Cardiac Arrest Prevention Act

35160.5 District policies; rules and regulations

35179 Interscholastic athletics

48850 Interscholastic athletics; students in foster care

48900 Grounds for suspension and expulsion

48930-48938 Student organizations

49010-49013 Student fees

49020-49023 Athletic programs; legislative intent, equal opportunity

49030-49034 Performance-enhancing substances

49458 Health examinations, interscholastic athletic program

49475 Health and safety, concussions and head injuries

49700-49701 Education of children of military families

51242 Exemption from physical education for high school students in interscholastic athletic program

PENAL CODE

245.6 Hazing

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs, especially:

4920-4922 Nondiscrimination in intramural, interscholastic, and club activities

5531 Supervision of extracurricular activities of students

5590-5596 Employment of noncertificated coaches

UNITED STATES CODE, TITLE 20

1681-1688 Discrimination based on sex or blindness, Title IX

CODE OF FEDERAL REGULATIONS, TITLE 34

106.31 Nondiscrimination on the basis of sex in education programs or activities

106.33 Comparable facilities

106.41 Nondiscrimination in athletic programs

COURT DECISIONS

Mansourian v. Regents of University of California, (2010) 594 F. 3d 1095

McCormick v. School District of Mamaroneck, (2004) 370 F.3d 275

Kahn v. East Side Union High School District, (2004) 31 Cal. 4th 990t

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

CSBA PUBLICATIONS

~~Student Fees Litigation Update, Education Legal Alliance Advisory, May 20, 2011~~

~~A School Board Member's Guide to CIF and Interscholastic Sports, 1997~~

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Discrimination, March 2017

CALIFORNIA INTERSCHOLASTIC FEDERATION PUBLICATIONS

California Interscholastic Federation Constitution and Bylaws

A Guide to Equity in Athletics

Guidelines for Gender Identity Participation

Keep Their Heart in the Game: A Sudden Cardiac Arrest Information Sheet for Athletes and Parents/Guardians

Pursuing Victory with Honor, 1999

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

Heads Up: Concussion in High School Sports, Tool Kit, June 2010

Heads Up: Concussion in Youth Sports, Tool Kit, July 2007

Acute Concussion Evaluation (ACE) Care Plan, 2006

U.S. DEPARTMENT OF EDUCATION OFFICE FOR CIVIL RIGHTSMPUBLICATIONS

Withdrawal of Dear Colleague Letter on Transgender Students, Dear Colleague Letter, February 22, 2017

Intercollegiate Athletics Policy Clarification: The Three-Part Test - Part Three, Dear Colleague letter, April 20, 2010

WEB SITES

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

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

California Interscholastic Federation: <http://www.cifstate.org>

Centers for Disease Control and Prevention, Concussion Resources:

<http://www.cdc.gov/concussion>

National Federation of State High School Associations: <http://www.nfhs.org>

National Operating Committee on Standards for Athletic Equipment: <http://www.nocsae.org>

U.S. Anti-Doping Agency: <http://www.usada.org>

U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/ocr>

Policy WESTSIDE UNION SCHOOL DISTRICT

adopted: December 18, 2012 Quartz Hill, California

Westside Union SD

Administrative Regulation - Revised

Athletic Competition

Instruction

AR 6145.2(a)

Nondiscrimination and Equivalent Opportunities in the Athletic Program

No person shall be excluded from participation in, be denied the benefits of, be denied equivalent opportunity in, or otherwise be discriminated against in interscholastic, intramural, or club athletics on the basis of actual or perceived sex, sexual orientation, gender, gender identity, gender expression, ethnic group identification, race, ancestry, national origin, religion, color, mental or physical disability, or any other basis specified in law. (Education Code 220, 221.5, 230; 5 CCR 4920; 34 CFR 106.41)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)

The Superintendent or designee may provide single-sex teams where selection for the teams is based on competitive skills. (5 CCR 4921; 34 CFR 106.41)

Each student shall be allowed to participate in any single-sex athletic program or activity consistent with his/her gender identity and for which he/she is otherwise eligible to participate, irrespective of the gender listed on the student's records. (Education Code 221.5)

(cf. 5125 - Student Records)

When a school provides only one team in a particular sport for members of one sex, but provides no team in the same sport for members of the other sex, and athletic opportunities in the total program for that sex have been previously limited, members of the excluded sex shall be allowed to try out and compete with the team. The same standards for eligibility shall be applied to every student trying out for a team, regardless of sex, sexual orientation, or other protected group status. (5 CCR 4921; 34 CFR 106.41)

~~When determining whether equivalent opportunities are available to both sexes in athletic programs, the Superintendent or designee shall consider,~~ The Superintendent or designee shall ensure that equivalent opportunities are available to both sexes in athletic programs by considering, among other factors: (5 CCR 4922; 34 CFR 106.41)

1. Whether the selection of sports and levels of competition offered effectively accommodate the interests and abilities of both sexes

The district's athletic program shall may be considered to effectively accommodate the interests and abilities of both sexes in athletics, if it meets one of the following criteria: (Education Code 230)

- a. The interscholastic-level participation opportunities for male and female students are provided in numbers substantially proportionate to their respective enrollments.
 - b. When the members of one sex have been and are underrepresented among interscholastic athletes, whether the district can show a history and a continuing practice of program expansion that is demonstrably responsive to the developing interests and abilities of the members of that sex.
 - c. When the members of one sex are underrepresented among interscholastic athletes and the district cannot show a history and a continuing practice of program expansion as required in item #1b above, whether the district can demonstrate that the interests and abilities of the members of that sex have been fully and effectively accommodated by the present program.
2. The provision and maintenance of equipment and supplies
 3. Scheduling of games and practice times, selection of the season for a sport, and location of the games and practices
 4. Travel and per diem allowances
 5. Opportunities to receive coaching and academic tutoring
 6. Assignment and compensation of coaches and tutors
 7. Provision of locker rooms and practice and competitive facilities
 8. Provision of medical and training facilities and services
 9. Provision of housing and dining facilities and services
 10. Publicity
 11. Provision of necessary funds

Beginning with the 2015-16 school year and every year thereafter, each school that offers competitive athletics shall post the following information on its school web site, or on the district web site if the school does not have a web site, at the end of the school year: (Education Code 221.9)

1. The total enrollment of the school, classified by gender
2. The number of students enrolled at the school who participate in competitive athletics, classified by gender
3. The number of boys' and girls' teams, classified by sport and by competition level

(cf. 1113 - District and School Web Sites)

The data reported for items #1-3 above shall reflect the total number of players on a team roster on the official first day of competition. The materials used to compile this information shall be retained by the school for at least three years after the information is posted on the web site. (Education Code 221.9)

(cf. 3580 - District Records)

Health and Safety

Concussions and Head Injuries

The Superintendent or designee shall annually distribute to student athletes and their parents/guardians a concussion and head injury information sheet. The student and parent/guardian shall sign and return the information sheet before the student's initiating practice or competition. (Education Code 49475)

(cf. 5145.6 - Parental Notifications)

If a student athlete is suspected of sustaining a concussion or head injury in an athletic activity, he/she shall be immediately removed from the activity for the remainder of the day. The student shall not be permitted to return to the activity until he/she is evaluated by a licensed health care provider trained in the management of concussions and receives the health care provider's written clearance to return to the activity. If the health care provider determines that the athlete sustained a concussion or a head injury, the athlete shall also complete a graduated return-to-play protocol of no less than seven days in duration under the supervision of a licensed health care provider. (Education Code 49475)

The Superintendent or designee shall notify the student's parent/guardian of the date, time, and extent of any injury suffered by the student and any actions taken to treat the student.

The Superintendent or designee shall provide training to coaches, athletic trainers, and/or school nurses regarding concussion symptoms, prevention, and appropriate response.

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

Sudden Cardiac Arrest

The Superintendent or designee shall distribute the California Interscholastic Federation (CIF) information sheet on sudden cardiac arrest to all student athletes who will be participating in a CIF-governed athletic activity and to their parents/guardians. The student and parent/guardian shall sign and return the information sheet prior to the student's participation in the athletic activity. If an athletic activity is not covered by the CIF, the student and his/her parent/guardian shall, prior to participating in the athletic activity, sign and return an acknowledgement that they

have received and reviewed the sudden cardiac arrest information posted on the California Department of Education's web site. (Education Code 33479.2, 33479.3)

The Superintendent or designee shall provide training to coaches and/or athletic trainers regarding the nature and warning signs of sudden cardiac arrest. (Education Code 33479.6, 33479.7, 35179.1, 49032)

If a student athlete passes out or faints, or is known to have passed out or fainted, while participating in or immediately following his/her participation in an athletic activity, the student shall be removed from participation at that time. If a student exhibits any other symptoms of sudden cardiac arrest, including seizures during exercise, unexplained shortness of breath, chest pains, dizziness, racing heart rate, or extreme fatigue, he/she may be removed from participation by a coach or other employee who observes these symptoms. If any such symptoms are observed, notification shall be given to the student's parent/guardian so that the parent/guardian can determine the treatment, if any, the student should seek. A student who has been removed from participation shall not be permitted to return until he/she is evaluated and given written clearance to return to participation by a health care provider. (Education Code 33479.2, 33479.5)

Additional Parental Notifications

Before a student participates in interscholastic athletic activities, the Superintendent or designee shall, in addition to providing his/her parents/guardians with information on the signs and symptoms of concussions and sudden cardiac arrest as described above, send a notice to the student's parents/guardians which:

1. Contains information about the procedures for filing a discrimination complaint that arises out of an interscholastic athletic activity, including the name of the district's Title IX Coordinator

(cf. 1312.3 - Uniform Complaint Procedures)

2. Includes a copy of students' Title IX rights pursuant to Education Code 221.8

3. Explains that there is an element of risk associated with all athletic competitions and that the district cannot guarantee that students will not be injured, despite a commitment to provide for every participant's health and welfare

(cf. 3530 - Risk Management/Insurance)

4. Provides information about insurance protection pursuant to Education Code 32221.5

(cf. 5143 - Insurance)

5. Requests parental permission for the student to participate in the program and, if appropriate, be transported by the district to and from competitions

(cf. 3541.1 - Transportation for School-Related Trips)

6. States the ~~Board's~~ district's expectation that students adhere strictly to all safety rules, regulations, and instructions, as well as rules and guidelines related to conduct and sportsmanship

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

7. Includes a copy of the local California Interscholastic Federation (CIF) league rules

8. Includes information about the CIF bylaw and district policy requiring any student athlete and his/her parent/guardian to sign a statement that the student will not use steroids or dietary supplements banned by the U.S. Anti-Doping Agency.

(cf. 5131.63 - Steroids)

Regulation WESTSIDE UNION SCHOOL DISTRICT
approved: December 15, 2015 Quartz Hill, California

BOARD AGENDA

June 6, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Shawn Cabey, Assistant Superintendent Administrative Services

SUBJECT: Resolution 17-100, Delinquent Tax Receivables

BACKGROUND:

Request for the Board of Trustees to adopt Resolution No. 17-100, approving assignment of delinquent tax receivables to the California Statewide Delinquent Tax Finance Authority for fiscal years ending June 30, 2017, 2018, and 2019 and authorizing execution and delivery of related documents and actions.

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING SOURCE:

No expenditure.

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

RESOLUTION NO. 17-100

RESOLUTION OF THE GOVERNING BOARD OF THE WESTSIDE UNION SCHOOL DISTRICT APPROVING ASSIGNMENT OF DELINQUENT TAX RECEIVABLES TO THE CALIFORNIA STATEWIDE DELINQUENT TAX FINANCE AUTHORITY FOR FISCAL YEARS ENDING JUNE 30, 2017, 2018 AND 2019, AND AUTHORIZING EXECUTION AND DELIVERY OF RELATED DOCUMENTS AND ACTIONS

WHEREAS, under Section 6516.6(b) of the Government Code of the State of California (the "Law"), a school district, community college district or other local educational agency is authorized to sell and assign to a joint powers authority any or all of its right, title, and interest in and to the enforcement and collection of delinquent and uncollected property taxes, assessments, and other receivables that have been levied by it or on its behalf for collection on the secured, unsecured, or supplemental property tax rolls, in accordance with such terms and conditions as are set forth in an agreement with the joint powers authority; and

WHEREAS, the California Statewide Delinquent Tax Finance Authority (the "Authority") has been formed as a joint powers authority for the purpose of purchasing delinquent *ad valorem* property taxes in accordance with Section 6516.6 of the Law upon terms and conditions which are acceptable to local educational agencies in Los Angeles County; and

WHEREAS, under the Law the amount of property tax receipts to be reported in a fiscal year for revenue limit purposes is equal to 100% of the local educational agency's allocable share of the taxes distributed to it for the fiscal year, and any additional amounts will not be reported and will be provided directly to the local educational agency; and

WHEREAS, the Board has previously adopted its resolutions approving the participation by the Westside Union School District (the "District") in the delinquent tax finance program of the Authority with respect to prior fiscal years; and

WHEREAS, the Authority has requested the District to consider selling it certain delinquent tax receivables arising with respect to the fiscal years ending June 30 in each of the years 2017, 2018 and 2019 (collectively, the "Tax Receivables"), at a purchase price which is at least equal to 110.0% of the amount of Tax Receivables; and

WHEREAS, in order to provide funding for the purchase of the Tax Receivables, the Authority has made arrangements to issue and sell a certificate of participation for each fiscal year to a designee of Tower Capital Management, LLC, a Delaware limited liability company; and

WHEREAS, the Governing Board of the District (the "Board") wishes to take its action at this time approving the sale of the Tax Receivables to the Authority, and approving related documents and actions;

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Westside Union School District as follows:

Section 1. Sale of Tax Receivables to Authority. The Board hereby approves and authorizes the sale of the Tax Receivables to the Authority, at a purchase price at least equal to 110.0% of the amount of Tax Receivables.

Section 2. Approval of Purchase and Sale Agreements. The sale of Tax Receivables shall be accomplished under a Purchase and Sale Agreement (the "Purchase and Sale Agreement") between the District and the Authority, in substantially the form executed by the District in connection with previous sales of tax receivables to the Authority.

The Purchase and Sale Agreement is hereby approved in substantially the form on file with the Clerk of the Board, together with any changes therein or modifications thereof approved by the Superintendent (or other chief executive officer) or the chief business officer of the District (each, an "Authorized Officer"). The Authorized Officer is authorized and directed to execute and deliver each such Purchase and Sale Agreement on behalf of the District, and the execution and delivery of each such Purchase and Sale Agreement by the Authorized Officer shall be conclusive evidence of the approval of any such changes and modifications. The Board hereby authorizes the delivery and performance of the Purchase and Sale Agreements.

Section 3. Official Actions. The Authorized Officer and any and all other officers of the District are hereby authorized and directed, for and in the name and on behalf of the District, to do any and all things and take any and all actions, including execution and delivery of any and all assignments, certificates, requisitions, agreements, notices, consents, instruments of conveyance, warrants and other documents, which they, or any of them, may deem necessary or advisable in order to consummate the sale of the Tax Receivables to the Authority and the other transactions described herein. Whenever in this resolution any officer of the District is authorized to execute or countersign any document or take any action, such execution, countersigning or action may be taken on behalf of such officer by any person designated by such officer to act on his or her behalf in the case such officer is absent or unavailable.

Section 4. Effective Date. This resolution shall take effect from and after the date of approval and adoption thereof.

PASSED AND ADOPTED this 6th day of June, 2017, by the following vote:

AYES:

NOES:

ABSENT:

Steve DeMarzio, President

ATTEST:

Regina L. Rossall, Secretary

BOARD AGENDA

June 6, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Lisa Jehlicka, Fiscal Services Supervisor

SUBJECT: AB1200 - Public Disclosure of Collective Bargaining Agreements

BACKGROUND:

Government Code 3547 requires all proposals between public employers and exclusive representatives be presented at a public meeting and therefore becomes public record. In addition, this proposal is required to be posted for the public to review and comment prior to Board action. The Disclosures have been posted along with the Agenda.

Government Code 3547.5 requires the Superintendent and Chief Business Official certify in writing that the costs incurred by these agreements can be met by the District. Regina Rossall and Shawn Cabey have certified the District can meet the obligation of the agreements.

In addition, the District has submitted these agreements to the Los Angeles County Office of Education for review. As a requirement of AB1200, LACOE must review the agreements to ensure the District can meet the obligations.

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING:

For Fiscal Year 2016-17: Decrease to General Fund Balance of \$2,054,535; Decrease to Cafeteria Fund Balance of \$35,434; Decrease to Building Fund Balance of \$1,469; Decrease to Capital Facilities Fund Balance of \$1,781; and Decrease to the Capital Project for Blended Component Units Fund of \$998.

For Fiscal Year 2017-18: Decrease to General Fund Balance of \$2,208,129; Decrease to Cafeteria Fund Balance of \$37,675; Decrease to Building Fund Balance of \$1,512; Decrease to Capital Facilities Fund Balance of \$1,815; and Decrease to the Capital Project for Blended Component Units Fund of \$1,013.

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

SEPARATE ATTACHMENT

AB1200

BOARD AGENDA

June 6, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Robert Hughes, Assistant Superintendent of Human Resources

SUBJECT: Resolution 17-101, Retirement of Timothy Gollnick

BACKGROUND:

The attached resolution commemorates the service of Tim Gollnick

PROGRAM/EDUCATIONAL IMPLICATION:

Tim has served the District as a custodian and Custodial Supervisor. We thank him for his years of service and wish him well in retirement.

COST ANALYSIS/FUNDING SOURCE:

No cost associated with the resolutions

DEPUTY SUPERINTENDENT'S RECOMMENDATION:

Approval

**Board of Trustees**

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

Resolution 17-101 Retirement of Tim Gollnick

District Office

41914 N. 50th St. West
Quartz Hill, CA 93536
661-722-0716
www.westside.k12.ca.us

Regina L. Rossall

District Superintendent

Robert Hughes

Deputy Superintendent
Human Resources

Marguerite Johnson

Assistant Superintendent
Educational Services

Shawn Cabey

Assistant Superintendent
Administrative Services

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

Co-Principals:
Shelly Dearing
Tom Morreale

Hillview Middle School

Co-Principals:
Rodney Lots
Jennifer Slater-Sanchez

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

WHEREAS, for the past 17 years Tim Gollnick has rendered dependable, thorough and beneficial services to our organization, and

WHEREAS, Tim spent 30 years as a Bricklayer/Contractor prior to coming to Westside as a Night Custodian, and

WHEREAS, Tim then became a Utility Custodian where he actually had to set up and serve lunch putting on a hair net which his kids never let him live down, teasing him with the "Saturday Night Live" lunch lady skit, and

WHEREAS, Tim also worked for one and a half years in Grounds, five years in Maintenance and finally, five years as Custodial Supervisor, and

WHEREAS, Tim has contributed to making life better for students and staff during his years in the District. His friendship and concern for others have been appreciated, and

WHEREAS, Tim plans to enjoy time with Bobbie, his wife of 39 years, his four children and their spouses, and seven grandchildren at their "staycation" in Tehachapi, along with the elk, deer, condors and all other types of wildlife, and

WHEREAS, on a clear night Tim and Bobbie will sit on their back patio looking at the glow of the lights of the Antelope Valley thinking, "boy we're glad not to have to drive down there every day," and

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the Westside Union School District accepts the retirement of Tim Gollnick, and expresses its sincere thanks and appreciation and for his service and dedication to the children, the District, and the community. The Board wishes him good luck, good health, and happiness in the years to come.

Adopted the 6th day of June 2017, at Palmdale, County of Los Angeles, State of California.

Steve DeMarzio, President

John Curiel, Vice President

Patricia Shaw, Clerk

Linda Jones, Member

Jennifer Navarro, Member

BOARD AGENDA

June 6, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Robert Hughes, Deputy Superintendent

SUBJECT: Tentative Agreement between Westside Union School District and Westside Union Teachers Association: 2016-17 and 2017-18 School Years

BACKGROUND:

The District and the Westside Union Teachers Association have agreed to the following items to conclude negotiations:

Tentative Agreement of May 8, 2017:

- Article 6 - Work Year
- Article 7– Salary
- Article 14 – Class Size
- Article 18 – Early Retirement and Part Time Employment
- Article 30 – Special Assignment Pay
- Calendars – 2017-18 and 2018-19 School Years
- Memorandum of Understanding 17-16, Consulting Teacher/Support Provider (PAR)

PROGRAM/EDUCATIONAL IMPLICATION:

Certificated employees provide a positive learning experience for the Westside students. The settlement reached provides a current contract for the District and Westside Union Teachers Association.

COST ANALYSIS/FUNDING SOURCE:

General Fund - \$1,319,733 for 2016-17; \$1,395,531 for 2017-18

DEPUTY SUPERINTENDENT’S RECOMMENDATION:

Approval

WESTSIDE UNION SCHOOL DISTRICT

May 8, 2017

Tentative agreement between Westside Union School District and Westside Union Teachers Association (WUTA).

The Westside Union School District and Westside Union Teachers Association (WUTA) agree to the following terms and conditions in regards to the 2016-2017 and 2017-2018 Contracts. The terms and conditions of this agreement are subject to the ratification process of each party and County approval of the AB1200.

Salary-Article 7

2016-2017

A one-time 2% compensation (calculated from current base salary) will be paid to each Full Time Employee (Unit Members) employed as of May 8, 2017. Members not employed the entire school year will be paid on a pro-rata basis.

The base salary schedule for the 2016-2017 school year shall increase by 2.0 percent effective July 1, 2016. This retro will only apply to the base salary and teachers employed as of May 8, 2017. Members not employed the entire school year will be paid on a pro-rata basis.

CalSTRS requires the District to increase its contribution annually through at least 2023. The increase for 2016-2017 school year is equal to approximately +1.85% in salary compensation.

2017-2018

A one-time 2% compensation (calculated from base salary) will be paid to each Full Time Employee (Unit Members). This will be paid in 2 payments occurring in December 2017 and June 2018. Members not employed the entire school year will be paid on a pro-rata basis.

The base salary schedule for the 2017-2018 school year shall increase by 2.0 percent effective July 1, 2017. Members not employed the entire school year will be paid on a pro-rata basis.

CalSTRS requires the District to increase its contribution annually through at least 2023. The increase for 2017-2018 school year is equal to approximately +1.85% in salary compensation.

Class Size-Article 14

14.1.2 Preschool ratio 1:12 per session.

TK 1:30

APE 1:55

14.4.1.2 Redistribution of pupils

Preschool-\$3.12 per day (4 days per week)

14.4.1.3 Speech overage will be paid at \$1.10 per day per pupil.

14.4.1.4 RSP overage will be paid at \$1.25 per day per pupil.

Hourly Rate of Pay-Article 30

Members of the Bargaining Unit assigned as Home/Hospital, Independent Study, Tutorial Program and Detention Teachers shall be paid at an hourly rate of \$40.00. This may also be used to pay teachers for approved non-work day trainings offered by the district, up to a maximum of 6 hours per day. This hourly increase will be effective on July 1, 2017.

Early Retirement and Part Time Employment-Article 18

In order to be eligible to participate in the District Health and Welfare Coverage Early Retirement Plan an employee must meet the following requirements:

Employees hired as Probationary/Permanent Teacher prior to July 1, 2017.

1. Regular, permanent, full-time certificated employee.
2. Minimum of ten (10) years full-time service in Westside Union School District immediately preceding entering the District Health and Welfare Coverage Early Retirement Incentive Plan.
3. Minimum age of 55 years.
4. Ineligible for benefits under Medicare.
5. Approval of the Board of Trustees.

New Employee- Hired as Probationary/Permanent Teacher on/after July 1, 2017.

1. Regular, permanent, full-time certificated employee.
2. Minimum of ten (10) years full-time service in Westside Union School District immediately preceding entering the District Health and Welfare Coverage Early Retirement Incentive Plan.
3. Minimum age of 60 years.
4. Ineligible for benefits under Medicare.
5. Approval of the Board of Trustees.

Calendars – for 2017-2018 and 2018-2019 school years
see attached

Work Year-Article 6

For the 2016-17 school year, the parties agreed to add four days to the work calendar contingent upon sufficient supplemental and/or concentration grant funding under the LCAP, and the salary schedule was modified to reflect a work year of 186 days.

Restructure the 4 LCAP days for the 2017-18 school year that will include:

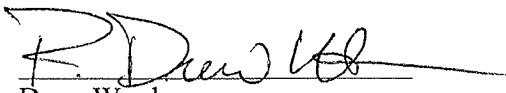
- Two days will remain on calendar for parent conferences
- Divide two LCAP days (720 minutes) designated for professional development into 8 meetings throughout the year that will not exceed 90 minutes per meeting. Meetings will focus on professional development that addresses support for English Learners, foster youth, and/or socioeconomically disadvantaged students.

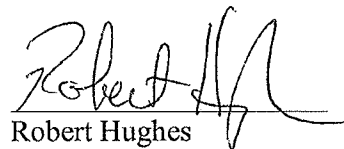
These additional days and meetings will be added to work calendar contingent on availability of annual LCAP funding.

If, in any subsequent year, the District's supplemental and/or concentration grant funding under the LCAP is materially reduced in a manner that is roughly equivalent or greater than one day of unit-wide pay under the salary schedule, the parties agree that the work year shall revert to a 182 day work year for permanent certificated employees (183 days for new hires) and that the salary schedule shall be adjusted to reflect the same daily rate applied to the reduced work year.

6.4 Curriculum Resource Teacher

The work year for Curriculum Resource Teachers shall include 3 additional days beyond the negotiated teacher's work year. ~~be 185 days~~, These additional days are to be arranged by mutual agreement between the employer and employees. The rate of pay is determined by placement on the Certificated Teachers Salary Schedule, determination of the per diem rate of pay (daily rate) times the total number of days within agreement.


Drew Warden
WUTA Chief Negotiator

 5/9/17
Robert Hughes
Deputy Superintendent

Westside Union School District 2017 - 2018 District Calendar

	First Week					Second Week					Third Week					Fourth Week					Fifth Week					ADA Days	Tchr Work	Legal Holidays	Non Student	
	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F					
Jun-17				X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X					
				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30					
				V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V					
July	X	H	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X					0	0	1	21	
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Minimum Days: 8/9-10 & 28, 11/17, 12/ 4 & 15,1/22, 3/16, 6/6-7																														
Districtwide Training: 8/28, 12/4, 1/22 Site Training: 8/21, 9/18, 10/16, 11/27, 2/12, 3/12, 4/16 & 5/14																									180	184/185	10	80		


Minimum Days: 8/9-10 & 28, 11/17, 12/4 & 15, 1/22, 3/16, 6/6-7

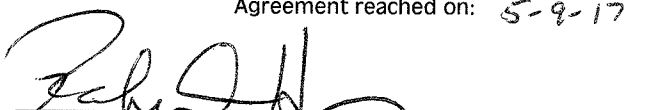
Districtwide Training: 8/28, 12/4, 1/22 Site Training: 8/21, 9/18, 10/16, 11/27, 2/12, 3/12, 4/16 & 5/14

End of Quarters/Semesters: Oct. 13, Dec 15, Mar. 16, June 7

2018 Summer Intersession Window: June 8, 2018 - July 31, 2018

Agreement reached on: 5-9-17


Russell Warden, WUTA Chief Negotiator


Robert Hughes, Deputy Superintendent

Calendar "Key"		
H-Legal Holidays		
-Independence Day		4-Jul
-Labor Day		4-Sep
-Veteran's Day		10-Nov
-Lincoln's Day**		20-Nov
-Thanksgiving		23-Nov
-Christmas		25-Dec
-New Year		1-Jan
-Martin Luther King		15-Jan
-Presidents' Day		19-Feb
-Memorial Day		28-May

** In Lieu of 2/12/18

- x -Non Teacher Work Day
- * -Teacher Work Day
- r -Regular Student Day
- m -Minimum Day
- V -Vacation Day
- NT -New Teacher Training
- IN -Inservice Day
- PC Parent/Teacher Conference
- Targeted Staff Meeting
- Non Student Day
- First Day of Quarter/Semester
- Last Day of Quarter/Semester
- First/Last Day of School
- Day counted for ADA
- Summer School Window

Non Teacher Work Days

July 1-31, Aug 1-3, 2017

November 20-24, 2017

December 18, 2017 - January 5, 2018

March 19-30, 2018

New Teacher Inservice Day: August 4, 2017

Teacher Inservice Days: Aug 7-8, 2017

Parent/Teacher Conferences: Oct. 9-10, 2017

First Day of School: August 9, 2017

Last Day of School: June 7, 2018

Westside Union School District 2018 - 2019 District Calendar

	First Week					Second Week					Third Week					Fourth Week					Fifth Week					ADA Days	Tchr Work	Legal Holidays	Non Student	
	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F					
Jun-17					X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X					
					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29					
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Nov		*	*	*	*	*	*	*	*	*	H	*	*	*	*	H	X	X	H	X	*	*	*	*	*		16	16	3	6
			1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30						
		r	r	r	r	r	r	r	r	H	r	r	r	r	r	H	V	V	H	V	r	r	r	r	m					
Dec	*	*	*	*	*	*	*	*	*	*	X	X	X	X	X	X	H	X	X	X	X					10	10	1	11	
	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31									
	m	r	r	r	r	r	r	r	r	m	V	V	V	V	V	V	H	V	V	V	V									
Jan	H	X	X	X	0	*	*	*	*	*	H	*	*	*	*	*	*	*	*	*	*	*	*	*		18	18	2	5	
	1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31							
	H	V	V	V	r	r	r	r	r	H	r	r	r	r	r	m	r	r	r	r	r	r	r	r						
Feb		*	*	*	*	*	*	*	*	*	*	*	*	*	*	H	*	*	*	*	*	*	*	*		19	19	1	1	
			1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28								
		r	r	r	r	r	r	r	r	r	r	r	r	r	H	r	r	r	r	r	r	r	r							
Mar		*	*	*	*	*	*	*	*	*	*	*	*	*	*	X	X	X	X	X	X	X	X	X		11	11	0	10	
			1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29							
		r	r	r	r	r	r	r	r	r	r	r	m	V	V	V	V	V	V	V	V	V	V							
Apr	0	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*		22	22	0	0	
	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30								
	r	r	r	r	r	r	r	r	r	r	r	r	r	r	r	r	r	r	r	r	r	r	r							
May		*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	H	*	*	*	*		22	22	1	1	
			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31					
		r	r	r	r	r	r	r	r	r	r	r	r	r	r	r	r	r	r	H	r	r	r	r						
June	*	*	*	*	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X						4	4	0	16	
	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28										
	r	r	m	m	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V										
Minimum Days: 8/8-9 & 27, 11/30, 12/3 & 14, 1/21, 3/15, 6/5-6																														
Districtwide Training: 8/2/, 12/5, 1/21 Site Training: 8/20, 9/24, 10/15, 11/26, 2/11, 3/11, 4/15 & 5/15																														
End of Quarters/Summer/2021: 12/31, 1																														

Calendar "Key"		
H-Legal Holidays		
-Independence Day		4-Jul
-Labor Day		3-Sep
-Veteran's Day		12-Nov
-Lincoln's Day**		19-Nov
-Thanksgiving		22-Nov
-Christmas		25-Dec
-New Year		1-Jan
-Martin Luther King		14-Jan
-Presidents' Day		18-Feb
-Memorial Day		27-May

** In Lieu of 2/12/19
X -Non Teacher Work Day
* -Teacher Work Day
r -Regular Student Day
m -Minimum Day
V -Vacation Day
NT -New Teacher Training
IN -Inservice Day
PC -Parent/Teacher Conference
Targeted Staff Meeting
Non Student Day
-First Day of Quarter/Semester
-Last Day of Quarter/Semester
-First/Last Day of School
-Day counted for ADA
Summer School Window

Non Teacher Work Days	
July 1-31, Aug 1- 2, 2018	
November 19-23, 2018	
December 17, 2018 - January 4, 2019*	
March 18 -29, 2019*	

New Teacher Inservice Day: August 3, 2018	
Teacher Inservice Days: Aug 6-7, 2018	
Parent/Teacher Conferences: Oct. 8-9, 2018	

First Day of School: August 8, 2018	
Last Day of School: June 6, 2019	

* - WUTA Article 6.2 - Breaks may be altered to correspond with High School District calendar.
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Minimum Days: 8/8-9 & 27, 11/30, 12/5 & 14, 1/21, 3/15, 6/5-6

Districtwide Training: 8/21, 12/5, 1/21 Site Training: 8/20, 9/24, 10/15, 11/26, 2/11, 3/11, 4/15 & 5/15

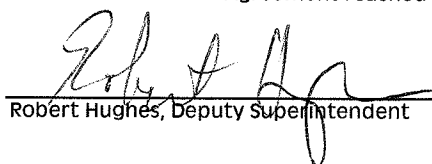
End of Quarters/Semesters: Oct. 12, Dec 14, Mar. 15, June 6

2019 Summer Intersession Window: June 7, 2019 - July 31, 2019

Agreement reached on: 5/9/17



Russell Warden, WUTA Chief Negotiator



Robert Hughes, Deputy Superintendent



WESTSIDE UNION SCHOOL DISTRICT


May 25, 2017

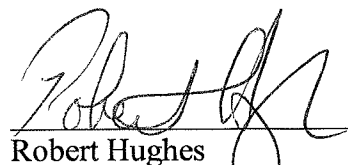
MEMORANDUM OF UNDERSTANDING Between the WESTSIDE UNION SCHOOL DISTRICT and WESTSIDE UNION TEACHERS ASSOCIATION

This Agreement is between the Westside Union Teachers Association ("WUTA") and Westside Union School District regarding Teachers serving as Consulting Teacher/Support Provider.

1. For the 2017-2018 school year teachers who serve as a Consulting Teacher/Support Provider to a teacher referred to PAR shall receive \$2,500 per semester for 60 hours of direct service or up to \$5,000 for 120 hours of direct service for the year.

This MOU will expire on June 30, 2018.

 5/25/17
Drew Warden Date
WUTA Chief Negotiator

 5/25/17
Robert Hughes Date
Deputy Superintendent

BOARD AGENDA

June 6, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Robert Hughes, Deputy Superintendent

SUBJECT: Memorandum of Understanding 17-17 of May 22, 2017, Revising the Tentative Agreement of May 1, 2017, between Westside Union School District and California School Employees Association (CSEA): 2016-2017 and 2017-18 School Years, Resolution 17-02, Change in Observance Date for Lincoln's Day for 2017-18 School Year and Memorandum of Understanding 17-18, Child Nutrition Managers and Clerks increase to a 208 day work calendar from a 206 day work calendar

BACKGROUND:

The District and the California School Employees Association (CSEA) have agreed to the following items to conclude negotiations:

1. Memorandum of Understanding dated May 22, 2017, and Tentative Agreement dated May 1, 2017
 - Article V – Employee Benefits, 5.5 Early Retirement Medical Benefits
 - Article VII – Salary
2. Resolution 17-102, The change in the observance date of Lincoln's Day from February 12, 2018, to November 22, 2017, and from February 12, 2019, to November 21, 2018, for classified employees on the 206, 208, 212, 218, 227.5, 238 and 260 work year calendars
3. Memorandum of Understanding 17-18 between Westside Union School District and California School Employees Association regarding: Child Nutrition Managers and Clerks increase to a 208 day work calendar from a 206 day work calendar. (2017-18)

PROGRAM/EDUCATIONAL IMPLICATION:

Classified employees provide valued support services to the District in the classrooms, playgrounds, cafeterias, in maintenance, grounds and custodial services, in technology and all departments, and in health and school offices.

COST ANALYSIS/FUNDING SOURCE:

General Fund - \$426,580 for 2016-17; \$478,318 for 2017-18
Cafeteria Fund - \$28,258 for 2016-17; \$30,269 for 2017-18
Building Fund - \$1,275 for 2016-17; \$1,313 for 2017-18
Capital Facilities Fund - \$1,415 for 2016-17; \$1,439 for 2017-18

DEPUTY SUPERINTENDENT'S RECOMMENDATION:

Approval

17-17

**Memorandum of Understanding
By and Between the
Westside Union School District and
California School Employees Association and Its Westside Chapter 398
May 22, 2017**

The Westside Union School District ("District") and California School Employees Association and Its Westside Chapter 398 ("CSEA") hereby enter into the following Memorandum of Understanding ("MOU") for the purpose of implementing the salary reopener provision in their 2016-2017 Tentative Agreement.

Background

As reflected in their May 1, 2017 Tentative Agreement, CSEA and the District agreed to the following salary provisions: (a) a one-time off-schedule salary increase of 1.0 percent (1%) calculated on 2016-2017 base salary earnings; (b) a 2.0 percent (2%) salary schedule increase effective July 1, 2016 with retroactive pay based on base salary earnings.

Article 7.01 of the CSEA Master Contract states "If any other recognized employee group of the District receives a greater salary percentage increase, the increased percentage will be added to the classified salary schedule."

On May 8, 2017 the District and Westside Union Teachers Association ("WUTA") entered into an Agreement providing for: (a) a one-time 2.0 percent (2%) compensation calculated on the 2015-2016 base salary; (b) a two percent (2%) base salary scheduled increase for the 2016-2017 school year with retroactive pay based on base salary earnings; (c) a one-time 2.0 percent (2%) compensation calculated from base salary for the 2017-2018 school year paid in 2 payments occurring in December 2017 and June 2018; (d) a 2.0 percent (2%) increase to the base salary schedule for the 2017-2018 school year effective July 1, 2017; (e) eligibility for early retirement benefits for new employees hired July 1, 2017 or after will be minimum of ten (10) years of full-time service and a minimum age of 60 years.

In order to carry out the reopener commitment to CSEA-represented employees covering all of the affected years, the District and CSEA have agreed to the following terms.

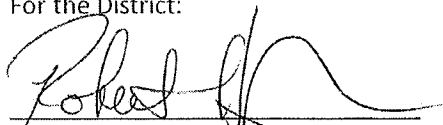
Agreement

The provisions below are to replace the salary provisions of the May 1, 2017 Tentative Agreement with the following terms of comparable treatment for currently active employees:

1. A one-time off-schedule salary increase of 2.0 percent (2%) provided to CSEA members employed as of May 1, 2017. The 2% off-schedule increase will be calculated prior to the 2016-2017 2% on-schedule salary increase noted below.
2. The 2015-16 fiscal year salary schedule shall increase by 2.0 percent (2%) effective July 1, 2016. This retroactive salary increase only applies to base salary earnings for CSEA members employed as of May 1, 2017.
3. A one-time off-schedule salary increase of 2.0 percent (2%) will be provided to CSEA employees for the 2017-2018 school year. This one-time increase will be calculated using actual base earnings and will be paid in two (2) payments occurring in December 2017 and June 2018.
4. The 2017-2018 fiscal year salary schedule shall increase by 2.0 percent (2%) effective July 1, 2017.
5. Article 5.5 Early Retirement Medical Benefits sections will be amended as follows:
 - 5.5.1.1 Regular, permanent full-time classified employment **prior to July 1, 2017.**
 - 5.5.1.2 Regular, permanent full-time classified employment **July 1, 2017 or after.**
 - 5.5.1.2 a **Minimum of ten (10) years full-time service in the Westside Union School District immediately preceding entering the Early Retirement Incentive Plan, and a minimum age of sixty (60) years of age.**
 - The current 5.5.1.2 becomes 5.5.1.3 status quo
 - The current 5.5.1.3 becomes 5.5.1.4 status quo

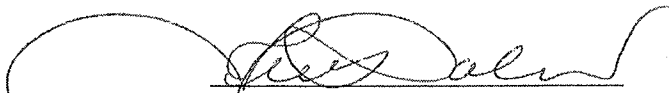
— This MOU is subject to ratification by the Chapter 398 membership and to final approval by the District's Board of Trustees. —

For the District:



Robert Hughes, Deputy Superintendent of HR

For CSEA:



Jeri Holmes, Chapter 398 President



Anna Osborn, Labor Relations Rep

**Tentative Agreement for Reopener Negotiations for the 2016-17 School Year
Between the Westside Union School District
and the California School Employees Association and its Westside Chapter 398**

Monday, May 01, 2017

The Westside Union School District and the California School Employees Association and its Westside Chapter 398 agree to the attached signed tentative agreements. This concludes negotiations and reflects all changes and agreements between the parties for the 2016-17 school year negotiations.

Article VII: Salary

A one-time off-schedule salary increase of 1.0 percent (1%) will be provided to CSEA members employed as of May 1, 2017. The 1% off-schedule increase will be calculated prior to the 2% on-schedule salary increase noted below.

The district will calculate the one-time 1% salary increase using actual base earnings for the period 7/1/16 through 4/30/17 and estimated base salary earnings for the period 5/1/17 through 6/30/17 utilizing the CSEA members work hours per day, rate of pay and work calendar.

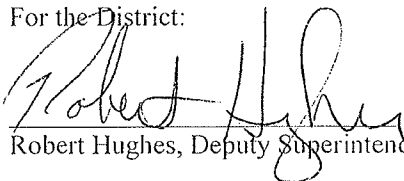
The 2016-17 fiscal year salary schedule shall increase by 2.0 percent (2%), effective July 1, 2016. This retroactive salary increase only applies to base salary earnings for CSEA members employed as of May 1, 2017.

Article XI: Leaves

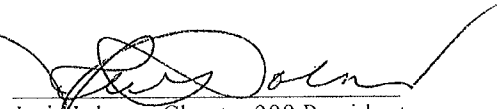
11.8.2.5 Vacation leave shall be scheduled requested by the employee and approved by the immediate supervisor. ~~An effort shall be made to enable vacation to be taken at times mutually convenient to the employees, consistent with the needs of the service, and the work load of the department.~~ An employee who is denied vacation leave by the immediate supervisor may appeal to the Superintendent or Designee whose decision is final.

11.11.3.3 **Time donated must be in full one (1) hour increments.** ~~The minimum leave credits which may be donated will be equal to one full day of duty hours. That is, if an employee is a three (3) hour employee, the minimum would be three (3) hours, if eight (8) hours, then the minimum would be eight (8) hours up to the statutory limit.~~

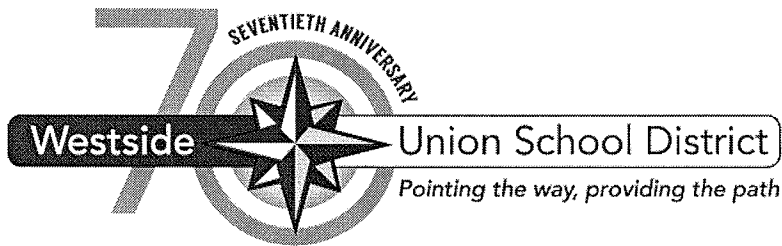
For the District:


Robert Hughes, Deputy Superintendent of HR

For CSEA:


Jeri Holmes, Chapter 398 President


Anna Osborn, Labor Relations Rep



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

District Office
41914 N. 50th St. West
Quartz Hill, CA 93536
661-722-0716
www.westside.k12.ca.us

Regina L. Rossall
District Superintendent

Robert Hughes
Deputy Superintendent
Human Resources

Marguerite Johnson
Assistant Superintendent
Educational Services

Shawn Cabey
Assistant Superintendent
Administrative Services

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
Co-Principals:
Shelly Dearing
Tom Morreale

Hillview Middle School
Co-Principals:
Rodney Lots
Jennifer Slater-Sanchez

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

RESOLUTION NO. 17-102

CHANGE IN OBSERVANCE DATE FOR LINCOLN'S DAY

WHEREAS, The Monday or Friday of the week in which February 12 is observed is known as "Lincoln's Day", and

WHEREAS, Per Education Code section 37220 subdivision (e) the governing board of a school district, by adoption of a resolution, may revise the date upon which the schools of the district close in observance of any the holidays identified in subdivision (a) of section 37220.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Westside Union School District approve the change in observance date of Lincoln's Day from February 12, 2018, to November 20, 2017, and February 12, 2019, to November 19, 2018 for students and February 12, 2018, to November 22, 2017 and February 12, 2019 to November 21, 2018, for classified staff on the 206-260 work year calendars.

THE FOREGOING RESOLUTION was adopted on the 6th day of June 2017, in the community of Quartz Hill, California.

Steve DeMarzio, President

John Curiel, Vice President

Patricia K. Shaw, Clerk

Linda Jones, Member

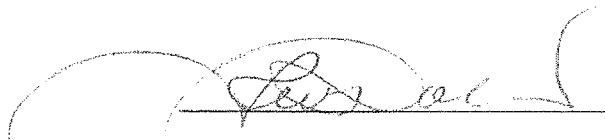
Jennifer Navarro, Member

MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE WESTSIDE UNION
SCHOOL DISTRICT AND CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS
WESTSIDE CHAPTER 398

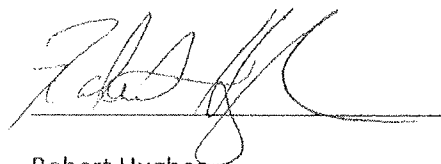
May 30, 2017

By this Memorandum of Understanding, Westside Union School District ("District") and California School Employees Association and Its Westside Chapter 398 ("CSEA") agree that for the 2017-2018 school year the Child Nutrition Managers and the Child Nutrition Clerks working a 206 day calendar will be increased to a 208 day work calendar.

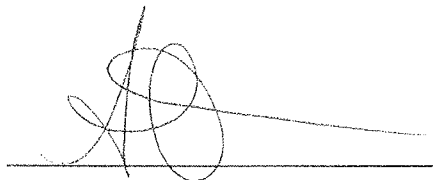
By making this change, the employees will have the opportunity for additional training and end of the year department processing.



Jeri Holmes
President
CSEA, Local 398



Robert Hughes
Deputy Superintendent
Westside Union



Anna Osborn, Labor Relations Rep

BOARD AGENDA

June 6, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Robert Hughes, Deputy Superintendent

SUBJECT: Unrepresented Employee Groups (All Management, Confidential, Playground and Crossing Guard) Settlement Agreements for 2016-17 and 2017-18 School Years

BACKGROUND:

Board Approval of for the following items to conclude negotiations for the 2016-17 and 2017-18 school years:

- A. Settlement Agreement with all Unrepresented Employee Groups (Management, Confidential, Playground and Crossing Guard) for the 2016-2017 school year as follows:
 - 1. A 2.0% one-time off schedule compensation on base salary and a 2.0% increase on all Management Base Salary Schedules for the 2016-17 school year effective July 1, 2016
 - 2. A 2.0% one-time off schedule compensation on base salary and a 2.0% increase on the Confidential Base Salary Schedule for the 2016-17 school year effective July 1, 2016
 - 3. A 2.0% one-time off schedule compensation on base salary and a 2.0% increase on the Playground and Crossing Guard Base Salary Schedule for the 2016-17 school year effective July 1, 2016
- B. Settlement Agreement with Unrepresented Employee Groups (All Management, Confidential, Playground and Crossing Guard) for the 2017-2018 school year as follows:
 - 1. A 2.0% one-time off schedule compensation off all Management Base Salary Schedules which will be paid in 2 payments occurring in December 2017 and June 2018, and a 2.0% increase on all Management Base Salary Schedules for the 2017-18 school year effective July 1, 2017
 - 2. A 2.0% one-time off schedule compensation off the Confidential Base Salary Schedule which will be paid in 2 payments occurring in December 2017, and June 2018, and a 2.0% increase on the Confidential Base Salary Schedule for the 2017-18 school year effective July 1, 2017
 - 3. A 2.0% one-time off schedule compensation off the Playground and Crossing Guard Base Salary Schedule which will be paid in 2 payments occurring in December 2017, and June 2018, and a 2.0% increase on the Playground and Crossing Guard Base Salary Schedule for the 2017-18 school year effective July 1, 2017
- C. Early Retirement - New Employee hired on/after July 1, 2017 – Management
 - 1. Regular, permanent, full-time certificate employee
 - 2. Minimum of ten (10) years full-time service in Westside Union School District immediately preceding entering the District Health and Welfare Coverage Early Retirement Incentive Plan
 - 3. Minimum age of sixty (60) years
 - 4. Ineligible for benefits under Medicare
 - 5. Approval of the Board of Trustees
- D. Early Retirement Medical Benefits – New Employee hired on/after July 1, 2017 - Confidential (CSEA Contract Article 5.5)
 - 1. 5.5.1.2, Regular, permanent full-time classified employment July 1, 2017 or after
 - 2. 5.5.1.2a, Minimum of ten (10) years full time service in the Westside Union School District immediately preceding entering the Early Retirement Incentive Plan, and a minimum age of sixty (60) years of age.

PROGRAM/EDUCATIONAL IMPLICATION:

All Management, Confidential, Playground and Crossing Guard employees will continue to serve the District in support services and instructional leadership.

COST ANALYSIS:

General Fund - \$308,222 for 2016-17; \$334,280 for 2017-18

Cafeteria Fund - \$7,176 for 2016-17; \$7,406 for 2017-18

Building Fund - \$194 for 2016-17; \$199 for 2017-18

Capital Facilities Fund - \$376 for 2016-17; \$376 for 2017-18

Capital Project for Blended Component Units Fund - \$998 for 2016-17; \$1,013 for 2017-18

BOARD AGENDA

June 6, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Marguerite Johnson, Assistant Superintendent Educational Services

SUBJECT: Memorandum of Understanding 17-19, between Westside Union School District and Antelope Valley Migrant Education Consortium

BACKGROUND:

The Antelope Valley Migrant Education Migrant Education Program Consortium was formed to coordinate the delivery of supplemental Migrant Education Program services to migrant students and their families. Member districts of the Consortium include Acton-Agua Dulce Unified School District, Eastside, Hughes-Elizabeth Lakes, Keppel, Lancaster, Palmdale, Wilsona, the Antelope Valley High School and Westside. Collaboration between the districts maximizes the delivery of supplemental services by using existing human and fiscal resources. The Antelope Valley Union High School District is the lead district. The agreement is effective for the period beginning July 1, 2017 and ending June 30, 2018.

PROGRAM/EDUCATIONAL IMPLICATION:

Participating districts are part of the Antelope Valley Curriculum Articulation Council which facilitates the articulation planning, delivery, and evaluation of the supplemental Migrant Education Program services.

COST ANALYSIS/FUNDING SOURCE:

Supplemental Migrant Education Program monies throughout the boundaries of participating districts are pooled. Participating school districts operating a Migrant Education Program budget operate their budgets based on approval from the Program director via a reimbursement process. Westside does not operate a separate Migrant Education Program budget at this time.

ASSISTANT SUPERINTENDENT EDUCATIONAL SERVICES RECOMMENDATION:

Approval

SEPARATE ATTACHMENT

MOU 17-19,
AV Migrant Education Consortium