

******* PLEASE POST *******

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION
501 Crescent Way
Anaheim, California 92803-3520

Personnel Commission Meeting

Tuesday, August 12, 2008

4:15 p.m.

Board Room -- District Office

******* PLEASE POST *******



AGENDA

Regular Meeting
Tuesday, August 12, 2008 – 4:15 p.m.
Board Room – District Office

AGENDA POSTED: August 8, 2008 – Personnel Commission Office Window

1.0 **CALL TO ORDER** By: _____ Time: _____

2.0 **ROLL CALL**

		PRESENT	ABSENT
Chairperson:	Audrey Cherep	_____	_____
Vice-Chairperson	Ron Costello	_____	_____
Commissioner	Speed Castillo	_____	_____
Executive Director	Victoria Wintering	_____	_____

3.0 **PLEDGE OF ALLEGIANCE**

Personnel Commission Chairperson, Audrey Cherep, will lead the Pledge of Allegiance to the Flag of the United States of America.

4.0 **PUBLIC COMMENTS**

This is an opportunity for employees and community members to address the Personnel Commission on a closed session item or a non-agenda item. Comments on items that are on the agenda will be heard when the item is considered. A maximum of five minutes will be allotted to each speaker with a total of 20 minutes for each subject matter. Speakers will follow procedures specified on the *Speaker Request Form* that is available on the table at the back of the Board Room. These forms are submitted to the secretary prior to the meeting.

In accordance with Government Code Section 54954.3, matters not on the agenda may not be acted on by the Personnel Commission, but will be researched and responded to in any one of the following ways:

- By telephone after research, or
- By mail after research, or
- At the next regular meeting of the Personnel Commission as an agenda item.

If you wish to address the Commission, please step to the podium and identify yourself for the record.

5.0 **GENERAL FUNCTIONS**

Reference

Action

5.1 Approve the agenda as submitted or amended.

Moved by _____
 Seconded _____
 Vote _____

5.2 Approve the minutes of the regular meeting of July 8, 2008.

Exhibit A

Moved by _____
 Seconded _____
 Vote _____

AGENDA

Regular Meeting
Tuesday, August 12, 2008 – 4:15 p.m.
Board Room – District Office

- | | | | |
|-----|---|--|--|
| 5.3 | Approve the minutes of the special meeting of July 23, 2008. | Exhibit B | Moved by _____
Seconded _____
Vote _____ |
| 5.4 | Communication | | No Action Required |
| | <ul style="list-style-type: none">• Review of classification studies in progress• Board of Trustees Agenda, and Classified Exhibit, July 24, 2008• Board of Trustees Agenda, and Classified Exhibit, August 7, 2008• Recruitment Flyer, Maintenance Carpenter• CODESP and PCASC Invoices• School News Magazine | Exhibit C
Exhibit D
Exhibit E
Exhibit F
Exhibit G
Exhibit H | |
| 6.0 | SELECTION PROCESS | | |
| 6.1 | List of Current Recruitments (Test Plan) | Exhibit I | No Action Required |
| 7.0 | CLASSIFICATION AND SALARY | | |
| 7.1 | Reclassify the position of Bobbie Wragg, from Payroll Technician, at salary range 57, to Senior Payroll Technician, at Salary Range 59, effective August 13, 2008. | Exhibit J | Moved by _____
Seconded _____
Vote _____ |
| 7.2 | Approve job classification of Procurement Contract Specialist, at salary range 63 - CSEA | Exhibit K | Moved by _____
Seconded _____
Vote _____ |
| 7.3 | Reallocate Jennifer Ellmore from Buyer to Procurement Contract Specialist. Salary range remains the same, at her current range and step, effective August 13, 2008. | | Moved by _____
Seconded _____
Vote _____ |
| 8.0 | RULES AND REGULATIONS | | |
| | Classified Personnel Handbook, Chapters 1 and 2, First Reading | Exhibit L | No Action Required |
| 9.0 | CHARGES AND HEARINGS | | |
| | None | | |



AGENDA

Regular Meeting
Tuesday, August 12, 2008 – 4:15 p.m.
Board Room – District Office

10.0 OTHER

10.1 Unfinished Business

No Action Required

10.2 Commissioner's Comments

No Action Required

11.0 CLOSED SESSION

11.1 Adjourn to Closed Session

No Action Required

To consider matters pursuant to Government Code Section 45103: Classified employee matters.

Adjourned to Closed Session _____ p.m.

Reconvened to regular Meeting _____ p.m.

12.0 NEXT REGULAR MEETING

Date: **Tuesday, September 9, 2008**

Time: 4:15 p.m.

Location Board Room

13.0 ADJOURNMENT: _____ p.m.

Moved _____
Seconded _____
Vote _____

MINUTES

UNADOPTED

Regular Meeting
Tuesday, July 8, 2008
Board Room – District Office

1.0 CALL TO ORDER

The meeting of the Personnel Commission of the Anaheim Union High School District was called to order by Chairperson Audrey Cherep at 4:15 p.m.

2.0 ROLL CALL

Present: Audrey Cherep, chairperson, Ron Costello, vice chairperson, Speed Castillo, commissioner, and Victoria Wintering, Executive Director

3.0 PLEDGE OF ALLEGIANCE

Personnel Commission Chairperson Audrey Cherep, led the Pledge of Allegiance to the Flag of the United States of America.

4.0 ADOPTION OF THE AGENDA

On the motion of Speed Castillo, duly seconded and unanimously carried, the Personnel Commission approved the agenda as submitted.

5.0 PUBLIC COMMENTS

There were no requests to speak.

6.0 GENERAL FUNCTIONS

6.1 On the motion of Mr. Castillo, and duly seconded, the Personnel Commission approved the June 10, 2008 minutes as follows:

Ayes: Chairperson Cherep and Vice Chairperson Castillo

Abstained: Commissioner Ron Costello

6.2 Communication

Victoria Wintering gave a brief summary of the Strategic Plan.

7.0 SELECTION PROCESS

7.1 List of Current Recruitments (Test Plan)

There was a brief discussion regarding the Web Master, Bus Driver and Accounting Manager positions.

MINUTES

UNADOPTED

Regular Meeting
Tuesday, July 8, 2008
Board Room – District Office

7.2 Certification/ratification of eligibility lists

7.2.1 On the motion of Ron Costello, duly seconded and unanimously carried, the Personnel Commission ratified the eligibility list for Accounting Manager.

7.2.2 On the motion of Ron Costello, duly seconded and unanimously carried, the Personnel Commission ratified the eligibility list for Bus Driver.

8.0 CLASSIFICATION AND SALARY

8.1 On the motion of Speed Castillo, duly seconded and unanimously carried, the Personnel Commission approved the reclassification of Office Assistant at Magnolia High School, at salary range 43, to Office Assistant, Bilingual, at salary range 47, effective July 9, 2008.

8.2 On the motion of Speed Castillo, duly seconded and unanimously carried, the Personnel Commission approved the reclassification of the incumbent, Jacqueline Garcia, to the position of Office Assistant, Bilingual, and reallocate her to salary range 47, based on her current step, effective July 9, 2008.

9.0 RULES AND REGULATIONS

None

10.0 CHARGES AND HEARINGS

None

11.0 OTHER

11.1 Unfinished Business

11.2 Commissioner's Comments

12.0 NEXT REGULAR MEETING

Date: **Tuesday, August 12, 2008**
Time: 4:15 p.m.
Location Board Room

13.0 ADJOURNMENT

The meeting of the Personnel Commission was adjourned at 4:27 p.m.

Minutes

UNADOPTED

Special Meeting
Wednesday, July 23, 2008, 4:15 p.m.
Board Room – District Office

1.0 CALL TO ORDER

The meeting of the Personnel Commission of the Anaheim Union High School District was called to order by Chairperson Audrey Cherep at 4:15 p.m.

2.0 ROLL CALL

Present: Audrey Cherep, chairperson, Ron Costello, vice chairperson, Speed Castillo, commissioner, and Victoria Wintering, executive director

3.0 PLEDGE OF ALLEGIANCE

Personnel Commission Chairperson Audrey Cherep, led the Pledge of Allegiance to the Flag of the United States of America.

4.0 PUBLIC COMMENTS

There were no public comments.

5.0 GENERAL FUNCTIONS

5.1 On the motion of Speed Castillo, duly seconded and unanimously carried, following discussion, the Personnel commission approved the new class specification of School Safety and Security Manager, Management, salary range 13.

5.2 On the motion of Speed Castillo, duly seconded and unanimously carried, following discussion, the Personnel commission approved the new class specification of Senior Budget Technician, CSEA, salary range 59.

There was a discussion on the progress of the Personnel Commission Rules and Regulations, changes in the Brown Act, and the current status of job reclassifications.

6.0 NEXT REGULAR MEETING

Date: **Tuesday, August 12, 2008**
Time: 4:15 p.m.
Location Board Room

7.0 ADJOURNMENT

The meeting of the Personnel Commission was adjourned at 4:27 p.m.



Memo

To: Personnel Commissioners

From: Victoria Wintering, Executive Director of Human Resources, Classified *VW*

Date: August 1, 2008

Re: Review of Classification Studies in Progress

Introduction

To better understand the process during classification studies, I will be communicating the progress of each of the studies through a memo which will be addressed in the agenda under communication.

Currently, the Personnel Commission staff is reviewing a total of six (6) classifications; of which three (3) are reclassifications and three (3) are classification studies. The process can sometimes be time consuming since we collect quantitative and qualitative data through job analysis questionnaires and interviews with incumbents. Please find listed below a review of each of the studies and their progress.

Reclassification Studies

Maintenance Service Worker (Armando Cortez)

In July, we received from the incumbent and supervisors, the data and performed the analysis. We found that the data was significantly different from incumbent and supervisor. A meeting was held and the Director of M & O had taken away some of the duties that the incumbent had just started. There is some disagreement over when the incumbent started these duties and currently, the HR Analyst is holding meetings and getting clarification on the duties. The reclassification results will be presented during the September 2008, Personnel Commission meeting.

Payroll Technician (Bobbie Wragg)

The reclassification results are being presented at the August 12, 2008, Personnel Commission meeting.

Auditorium Operation Technician (John Adams)

A request was made from John to review his position classification. The position has two incumbents and the data analysis included the second incumbent. The analysis showed a significant difference between the two incumbents and when discussed

this last week with the Deputy Superintendent, Tim Holcomb, he stated that the Auditorium Operations Assistant was also stating they do the same thing as a Auditorium Operation Technician. In order to have a complete job analysis study, we are currently collecting data from the Auditorium Operations Assistant's. Additional information in a reclassification or job analysis sometimes delays the process and results. Auditorium Operations Assistant data will be collected in August and interviews and job observations will be conducted. We project that the reclassification results will be presented at the October 2008, Personnel Commission Meeting.

Job Analysis Studies

Buyers

The classification study on the Buyer classification started last year and has been delayed due to questionnaires not being returned by the current incumbents. We received the data from the Director of Purchasing and the Deputy Superintendent and from one of the incumbents who is currently located in maintenance and operations. The analysis of the one incumbent in M & O was completed and the results are being presented at the August 12, 2008, Personnel Commission meeting. The Buyer classification is still on hold and will be discussed with the Assistant Superintendent of Business in August.

Information Technicians

A request was made last year to conduct a job analysis review of this classification. The data from the job analysis questionnaire has been returned by the incumbents, and the supervisor will be filling out the job analysis questionnaire in August. A job observation will be conducted after the return of the data from the supervisor in August. We still need to conduct interviews and job observations, and have final meetings with the incumbents, supervisors, and district cabinet level administrators. The projected date of completion and to present the results to the Personnel Commission is October, 2008, at the Personnel Commission meeting.

Computer Lab Technician and School Site Technology Technician

Over the last year data has been collected from all Computer Lab Technicians and School Site Technology Technicians. The data from both classifications was combined and entered into SPSS (Statistical Program for Social Sciences). The analysis of these classifications has become more difficult and I will be performing group comparisons. During the exploration of the data, it was found that we would need additional data which was collected. The results of the statistical analysis will be completed in August and presented to incumbents, supervisors, and cabinet level administrators. The complexity of the analysis and the data has delayed the process; however completion of this study and the results to the Commission should be no later than October, 2008.

ANAHEIM UNION HIGH SCHOOL DISTRICT501 Crescent Way, P.O. Box 3520, Anaheim, California 92803-3520, www.auhsd.us

BOARD OF TRUSTEES
Agenda
Thursday, July 24, 2008
Closed Session – 3:30 p.m.
Regular Meeting – 6:00 p.m.

Some items on the agenda of the Board of Trustees' meeting include exhibits of supportive and/or background information. These items may be inspected in the superintendent's office of the Anaheim Union High School District at 501 Crescent Way in Anaheim, California. The office is open from 7:30 a.m. to 5:00 p.m., Monday through Friday, and is closed for most of the federal and local holidays. These materials are also posted with the meeting agenda on the district web site at www.auhsd.us.

Meetings are recorded for use in official minutes.

- | | | |
|-----------|--|---------------------------------|
| 1. | CALL TO ORDER – ROLL CALL | <i>ACTION ITEM</i> |
| 2. | ADOPTION OF AGENDA | <i>ACTION ITEM</i> |
| 3. | PUBLIC COMMENTS, CLOSED SESSION ITEMS | <i>INFORMATION ITEMS</i> |

This is an opportunity for community members to address the Board of Trustees on closed session agenda items only. Persons wishing to address the Board of Trustees should complete a speaker request form, available on the information table, at the back of the room, and submit it to the executive assistant prior to the meeting. Each speaker is limited to five minutes; each topic or item is limited to 20 minutes. Board members cannot immediately respond to public comments as stated on the speaker request form.

- | | | |
|-----------|-----------------------|----------------------------|
| 4. | CLOSED SESSION | <i>ACTION ITEMS</i> |
|-----------|-----------------------|----------------------------|

The Board of Trustees will meet in closed session for the following purposes:

- A. To consider matters pursuant to Government Code Section 54957.6: Public employee appointments – assistant principals and principal.
- B. To consider matters pursuant to Government Code Section 54957.6: Conference with Labor Negotiators – Dr. Farley, Dr. Selbe, Dr. Navarro, Mr. Cowen, and Mrs. Poore, regarding negotiations and contracts with the American Federation of State, County and Municipal Employees (AFSCME).
- C. To consider matters pursuant to Education Code Section 48918: Expulsion of students 07-316, 07-317, 07-318, 07-319, 07-320, 07-321, 07-322, 07-323, 07-324, 07-325, 07-328, 07-329, 07-330, 07-331, 07-332, and 07-333.
- D. To consider matters pursuant to Education Code Section 48918: Readmission of students 06-51, 06-195, 06-306, 06-341, and 06-338.
- E. To consider matters pursuant to Education Code Section 35146: Appeal of students A-2008-04 and A-2008-05.

5. RECONVENE AND REPORT ACTIONS TAKEN IN CLOSED SESSION

6. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Marilyn Miller, Community Day School principal, will lead the Pledge of Allegiance to the Flag of the United States of America and the moment of silence.

7. PUBLIC COMMENTS, OPEN SESSION ITEMS

INFORMATION ITEMS

Opportunities for public comments occur at the beginning of each agenda item and during Public Comments (for items not on the agenda). Persons wishing to address the Board of Trustees should complete a speaker request form, available on the information table, at the back of the room, and submit it to the executive assistant prior to the meeting. Each speaker is limited to five minutes; each topic or item is limited to 20 minutes. Board members cannot immediately respond to public comments as stated on the speaker request form.

8. RECOGNITION

INFORMATION ITEMS

A. Introduction of Guests

B. Reports of Associations

9. ITEMS OF BUSINESS

A. Resolution No. 2008/09-B-01, Including Accounting of Developer Fees Report (Roll Call Vote) ACTION ITEM

The Government Code requires the district to make an annual accounting of the developer fees available to the public and that it be reviewed by the Board of Trustees. These fees are recorded in the Capital Facilities Fund. **[EXHIBIT A]**

Recommendation:

Adopt the resolution by a roll call vote.

B. Resolution No. 2008/09-B-02, Interfund Transfer, Special Reserve for Postemployment Benefits (Roll Call Vote) ACTION ITEM

On May 22, 2008, the Board of Trustees voted to establish a Special Reserve for Postemployment Benefits Fund (Fund 20). The purpose of this fund is to account for the accumulation of funds to pay for the district's postemployment benefits. The initial deposit to Fund 20 will be made through a transfer from the Health and Welfare Self-Insurance Fund (Fund 69), which currently maintains a reserve balance to both meet the needs of the current active and retired employees and to accumulate funds for future retired employees. In February 2008, Total Compensation Systems, Inc. performed an actuarial audit of the district's self-insurance fund, as required by Education Code Section 17566. The firm recommended a minimum reserve balance of \$4,217,349 in Fund 69 to meet the needs of the current self-insurance program during the October 2007 through September 2008 plan year. The reserves in excess of that amount will be transferred to the new fund as part of the year-end closing process. This amount is projected to be \$10,708,000, but will not be known until the close of the 2007-08 fiscal year. All or any part of the funds transferred to Fund 20 may be transferred out at a later date with the approval of the Board of Trustees. **[EXHIBIT B]**

Recommendation:

Adopt the resolution by a roll call vote.

C. Consulting Agreement, Janet Malone

ACTION ITEM

The Board of Trustees is requested to approve the consulting agreement with Janet Malone. Ms. Malone is being contracted to provide professional staff development to the consortium of schools participating in the Collaborating for Excellence in Middle School Science (CEMSS) grant. She has been selected to provide the consortium with training in Professional Learning Communities (PLC) by the leadership team responsible for the design and implementation of professional staff development for the grant. She will be working with approximately 122 junior high/middle school teachers from the seven grant partner districts. The grant partner districts include the Anaheim Union High School District (lead agency), Westminster School District, La Habra City School District, Fountain Valley School District, Ocean View School District, Huntington Beach City School District, and the Orange County Department of Education. Services will be provided August 19, 2008, through June 30, 2009, at a cost not to exceed \$8,500.

[EXHIBIT C]

Recommendation:

Approve the consulting agreement with Janet Malone. (CaMSP-CEMSS Grant Funds)

D. Use of School Facilities Approval

ACTION ITEM

The Board of Trustees is requested to approve or deny the use of school facilities, as required by Board Policy 9701.01, Community Use of School Facilities, which was approved by the Board of Trustees on June 26, 2008. The exhibit includes the list of users and their requests for various school facilities, as well as the recently adopted policy for reference. **[EXHIBIT D]**

Recommendation:

Approve or deny the use of the school facilities as recommended on the exhibit.

E. Policy 7703, Uniform Complaint Procedures, Revised

ACTION ITEM

The Board of Trustees is requested to approve revisions to Board Policy 7703 concerning Uniform Complaint Procedures. The revisions are the result of the recent California Department of Education inspection, in order to comply with all mandatory language criteria. **[EXHIBIT E]**

Recommendation:

Approve revised Board Policy 7703, Uniform Complaint Procedures.

F. Policy 7703.01, Williams Uniform Complaint Procedures, Revised

ACTION ITEM

The Board of Trustees is requested to approve revisions to Board Policy 7703.01 concerning Williams Uniform Complaint Procedures. The revisions are the result of the recent California Department of Education inspection, in order to comply with all mandatory language criteria. **[EXHIBIT F]**

Recommendation:

Approve revised Board Policy 7703.01, Williams Uniform Complaint Procedures.

G. Legality of Fees Charged to Orange County School Districts by the Orange County Sanitation District

ACTION ITEM

In the 2006-07 fiscal year some Orange County school districts received invoices from the Orange County Sanitation District (OCSD) for capital facilities fees based on square footage of all improvements made to local schools. There have been ongoing discussions between the

Orange County Department of Education (OCDE) and the OCSD as to the legality of those charges.

The OCDE, through Schools Legal Service, has retained the law firm of Bergman and Dacey to review the ordinance adopted by the OCSD to determine legal compliance of the invoices sent to school districts for capital facilities fees. The OCSD has also requested information on additional facilities that districts may have constructed for the purpose of assessing additional fees. The Government Code contains limitations on capital facilities fees and contains a requirement to negotiate with school districts. The Anaheim Union High School District (AUHSD) has not yet received an invoice from the OCSD. However, if the current assessment and fees are determined to be legal charges, the financial impact on AUHSD will be significant. The OCDE is asking all Orange County districts to contribute a proportionate share (based on 2006-07 Annual ADA/FTE) of \$2,500, to pay for the cost of an initial determination of the legality of fees charged to school districts by the OCSD. **[EXHIBIT G]**

Recommendation:

Approve the contribution of a proportionate share of \$2,500, to pay for the cost of an initial determination of the legality of fees charged to Orange County school districts by the OCSD. (General Funds)

H. Ratification of Change Orders

ACTION ITEMS

The Board of Trustees is requested to ratify the following change orders:

1. Bid #2007-18, Katella High School Modernization Project
P.O. #864A0002 (Measure Z and other Facilities Funds)
Harbor Construction, Inc.

Original Contract	\$10,585,000
Previously Approved Change Orders	\$366,587
Change Order #16 [EXHIBIT H]	\$36,143
Change Order #17 [EXHIBIT I]	\$26,739
New Contract Value	\$11,014,469

2. Bid #2008-03, Katella High School – Buildings G and M HVAC Renovation, Campus Roofing Tune-Up, and Campus Intrusion Alarm
P.O. #864A0093 (Measure Z and other Facilities Funds)
Plyco Corp.

Original Contract	\$1,449,700.00
Previously Approved Change Orders	\$94,277.78
Change Order #5-R1 [EXHIBIT J]	(\$11,236.00)
New Contract Value	\$1,532,741.78

Recommendation:

Ratify the change orders as listed.

10. CONSENT CALENDAR

ACTION ITEMS

The Board of Trustees is requested to approve/ratify items listed under the Consent Calendar. These items are considered routine and are acted on by the Board of Trustees in one motion. It is understood that the administration recommends approval of all consent items. Each item on the consent agenda, approved by the board, shall be deemed to have been considered in full and adopted as recommended. There is no discussion of these items prior to the board vote unless a

member of the board, staff, or the public requests specific items be discussed or removed from the consent agenda.

The board will list Consent Calendar items that they wish to pull for discussion.

A. Consulting Agreement Amendment, Language Network

Approve an amendment to increase the amount of the original educational consulting agreement with Language Network, which was approved on July 19, 2007, for \$5,000. The English Learner Program provides translation and interpretation services for five languages, but there are many students and parents requiring periodic assistance regarding health, safety, and educational issues that speak languages not currently supported by district translators due to small numbers. The Language Network is a recognized translation and interpretation service located in Orange County that helps fill these incidental needs.

This agreement amendment increases the maximum amount of the original agreement to facilitate payment for all services rendered during the term of the original agreement from August 1, 2007, through July 31, 2008. The expenditures for services incurred in excess of the original agreement were accrued due to an unexpected increase in the demand within one week prior to the end of the school year. The overage amount required to pay outstanding invoices is \$753.70, which will result in a new total cost not to exceed \$5,753.70. **[EXHIBIT K]**

Recommendation:

Approve the consulting agreement amendment with Language Network. (EIA/LEP Funds)

B. Fourth Amendment to Lease, ITT Educational Services, Inc.

In 2004, the district purchased property at 525 North Muller Street, Anaheim, California, with the intent to build a central kitchen facility on the parking lot. The purchase included an existing agreement to lease the property to ITT Educational Services, Inc., until March 30, 2010. In February of this year, the Board of Trustees determined that the kitchen project was not feasible at this property and declared this property surplus. The district is currently completing an appraisal of the property as is required by law prior to offering the property for sale. Approval of this item will extend ITT's lease by six months to give the district adequate time to complete the statutory surplus property divestiture process, and the time needed by ITT to locate new premises in advance of the lease termination. Approval of this item will extend the lease from March 30, 2010, to September 30, 2010. **[EXHIBIT L]**

Recommendation:

Approve the Fourth Amendment to Lease, ITT Educational Services, Inc.

C. Memorandum of Understanding, Orange County Superintendent of Schools

Ratify the Memorandum of Understanding between the Orange County Superintendent of Schools and the Anaheim Union High School District (AUHSD). This agreement allows for the AUHSD to place students who live in our district boundaries into county operated special education programs. Placement in these programs would occur only if recommended by an IEP team because the district's programs cannot meet the student's needs, July 1, 2008, through June 30, 2009. **[EXHIBIT M]**

Recommendation:

Ratify the memorandum of understanding with the Orange County Superintendent of Schools. (Special Education Funds)

D. Memorandum of Agreement, University of Southern California School of Social Work

Ratify the Memorandum of Agreement between the University of Southern California (USC) School of Social Work and the Anaheim Union High School District for social work field education interns, June 3, 2008, through June 3, 2009, at no cost to the district. All interns are supervised by Dr. Donald Baumeister, clinical social worker. **[EXHIBIT N]**

Recommendation:

Ratify the memorandum of agreement with USC School of Social Work.

E. Service Agreement Amendment #3, Sungard Bi-Tech System Support

The Anaheim Union High School District contracts with the Orange County Superintendent of Schools to provide annual software support services for the Sungard Bi-Tech software. The Sungard Bi-Tech System support covers basic financial/budget, school site finance, stores inventory, and fixed asset systems. The agreement provides for an annual evaluation of support service charges for possible upward or downward adjustments, based on the Orange County Superintendent of School's actual costs, to support Sungard Bi-Tech software. Amendment #3 covers the period of July 1, 2008, through June 30, 2009, at a cost not to exceed \$99,301. There is no increase from the 2007-08 annual fees. **[EXHIBIT O]**

Recommendation:

Ratify the service agreement amendment #3 with the Orange County Superintendent of Schools for Sungard Bi-Tech System support. (General Funds)

F. Service Agreement, Sungard Bi-Tech Human Resources System Support

The Anaheim Union High School District contracts with the Orange County Superintendent of Schools to provide annual software support services for the Sungard Bi-Tech Human Resources System. The contract provides for an annual evaluation of support service charges for possible upward or downward adjustments, based on the Orange County Superintendent of School's actual costs, to support the Sungard Bi-Tech Human Resources System. This agreement covers the period of July 1, 2008, through June 30, 2009, at a cost not to exceed \$72,879. This is an increase of approximately \$1,000 from the 2007-08 annual fees. **[EXHIBIT P]**

Recommendation:

Ratify the service agreement with the Orange County Superintendent of Schools for Sungard Bi-Tech Human Resources System support. (General Funds)

G. Legal Support Services with Stutz Artiano Shinoff and Holtz, APC

The district retains the services of Stutz Artiano Shinoff and Holtz, APC, for legal consultation and assistance that is not provided by attorneys with the Orange County Department of Education. The services are typically related to personnel management and personnel related litigation. It is requested that the board approve an attorney-client retainer agreement with the firm for the 2008-09 school year, at a cost not to exceed \$150,000. (General Funds) **[EXHIBIT Q]**

Recommendation:

Approve the attorney-client retainer agreement with Stutz Artiano Shinoff and Holtz, APC.

H. NMHC, 2009 Medicare Retiree Drug Subsidy Program

The Retiree Drug Subsidy (RDS) program was established by the Medicare Modernization Act to encourage employers to continue providing high quality prescription drug coverage for retirees

at a lower cost. Under Section 1860D-22 of the Social Security Act, added by the Medicare Prescription Drug, Improvement, and Modernization Act of 2003, and implementing regulations stipulated in 42 CFR Subpart R, employers who offer prescription drug coverage to qualified covered retirees are eligible to receive a 28% tax-free subsidy for allowable drug costs. In June 2008, the district received \$182,000 from this program for the 2006 program year. NMHC, the district's prescription benefit manager, administers the RDS program for the district, which includes assistance with the annual application, submission, and maintenance of the retiree listing, and ensuring that the district remains compliant with payment reporting and reconciliation. NHMC will administer the RDS program, January 1, 2009, through December 31, 2009, at a cost not to exceed \$7,500. **[EXHIBIT R]**

Recommendation:

Approve NMHC as the administrator for the 2009 RDS program. (Health and Welfare Funds)

I. 2007-08 Fourth Quarterly Report on Williams Uniform Complaints

Accept the Williams Uniform Complaints Fourth Quarterly Report, April 1, 2008, through June 30, 2008, as required by Education Code Section 35186, which will be submitted to the Orange County Department of Education. The report summarizes all complaints relative to adequate textbooks and instructional materials, teacher vacancies or misassignments, facilities conditions, and intensive instruction and services for students who have not passed the California High School Exit Examination (CAHSEE) by the end of the 12th grade. There were no complaints during this quarter. **[EXHIBIT S]**

Recommendation:

Accept the 2007-08 Fourth Quarterly Report on Williams Uniform Complaints.

J. Transportation Agreement to Lindamood-Bell Learning Processes of Newport Beach

Ratify a transportation agreement to pay the parents of a special education student attending Lindamood-Bell Learning Processes of Newport Beach, 4100 Campus Drive, Suite #100, Newport Beach, California, for round trip daily transportation to Lindamood-Bell Learning Processes of Newport Beach, June 23, 2008, through August 29, 2008, at a cost not to exceed \$626.40. **[EXHIBIT T]**

Recommendation:

Ratify the transportation agreement to Lindamood-Bell Learning Processes of Newport Beach. (Special Education Funds)

K. Award of Bids

1.	<u>Bid#</u>	<u>Service</u>	<u>Award</u>	<u>Amount</u>
	2009-01	Roofing Warranty Work Magnolia High School	Thompson Roof Co., Inc.	\$834,000
2.	<u>Bid#</u>	<u>Service</u>	<u>Award</u>	<u>Amount</u>
	2009-02	Paving Improvement Loara High School	Hardy & Harper, Inc.	\$2,338,000

Recommendation:

Award the bids as listed. (Deferred Maintenance Funds)

L. Individual Service Contracts

Recommendation:

Approve/ratify the individual service contracts as submitted. (Special Education Funds)
[EXHIBIT U]

M. Certificated Personnel Report

Recommendation:

Approve/ratify the certificated personnel report as submitted. **[EXHIBIT V]**

N. Classified Personnel Report

Recommendation:

Approve/ratify the classified personnel report as submitted. **[EXHIBIT W]**

O. Field Trips

Recommendation:

Approve/ratify the field trips as submitted. **[EXHIBIT X]**

P. Purchase Order Detail Report

Recommendation:

Ratify purchase orders per Board Policy 41006.1, May 28, 2008, through June 24, 2008.
[EXHIBIT Y]

Q. Check Register Report

General Fund	\$7,601,167.17
Adult Education	\$5,117.79
Deferred Maintenance Fund	\$10,185.37
GO Bond 2002A	\$3,141,513.81
Capital Facilities Fund	\$1,314.56
Insurance-Workers' Compensation Insurance Fund	\$2,579.88
Insurance-Health and Welfare Fund	\$3,769,558.10

Recommendation:

Ratify the check register/warrants report per Board Policy 41006.2, May 28, 2008, through June 24, 2008. **[EXHIBIT Z]**

R. Conferences and/or Meetings

Recommendation:

Authorize the superintendent to attend conferences and/or meetings with reimbursement for all necessary expenses including registration, airfare, meals, hotel, transportation, and gratuities for the 2008-09 school year.

S. Donations

<u>Location</u>	<u>Donated By</u>	<u>Item</u>
District	Orange County Teachers Federal Credit Union	\$3,000
Cypress	Foraker and Sou Chan Smith	Printer
	Seth Armstrong	Fill Dirt and Sod
Western	eScrip	\$8.05
	Macy's	\$52
Lexington	Edison International Gifts Matching Employee Warren Doty	\$1,300
	Wells Fargo Foundation Educational Matching Gift Program Employee Alma N. Estes	\$50
Walker	Sony Pictures Ent., Inc. Matching Gift Employee David Chen	\$500

Recommendation:
Accept the donations as listed.

T. Board of Trustees' Meeting Minutes

May 22, 2008 – Regular Meeting [EXHIBIT AA]

Recommendation:
Approve the minutes as submitted.

11. SUPERINTENDENT AND STAFF REPORT **INFORMATION ITEM**

12. BOARD OF TRUSTEES' REPORT **INFORMATION ITEM**

Announcements regarding school visits, conference attendance, and meeting participation.

13. SUPPLEMENTAL INFORMATION **INFORMATION ITEM**

Monthly Enrollment, Month 10 [EXHIBIT BB]

14. ADVANCE PLANNING **INFORMATION ITEMS**

A. Future Meeting Dates

The next regular meeting of the Board of Trustees will be held on Thursday, August 7, 2008, at 6:00 p.m.

Thursday, August 28, 2008
Thursday, September 11, 2008

Thursday, September 25, 2008
Thursday, October 9, 2008
Thursday, October 30, 2008
Thursday, November 20, 2008
Thursday, December 11, 2008

B. Suggested Agenda Items

15. ADJOURNMENT

ACTION ITEM

In compliance with the Americans with Disabilities Act, individuals with a disability who require modification or accommodation in order to participate in this meeting should contact the executive assistant to the Board of Trustees at (714) 999-3503 by noon on Tuesday, July 22, 2008.

Human Resources, Classified Personnel

Board of Trustees

July 24, 2008

Page 2 of 9

Reed, Steven	Savanna
Westphal, Andy	Savanna
Campus, Ahuixol	Western
Ellens, Clifton	Western
Ibarra, Erika	Western
Johnson, Kathy	Western
Soto, Benjamin	Western

C. Food Service

Aguirre, Cristina	District
Alcala, Maria	District
Alcantar, Hortencia	District
Alvarez, Teri	District
Arvizu, Catalina	District
Asturi, Victoria	District
Bailey, Rebeca	District
Barbera, Dawn	District
Barrera, Maria	District
Barrios, Jesus	District
Bayron, Ivonne	District
Beard, Rosa	District
Bohlen, Gloria	District
Borovilos, Marie	District
Bravo, Edelmira	District
Bullard, Leah	District
Burbage, Elisa	District
Buyer, Kimiko	District
Campos, Hermelinda	District
Casarrubias, Lourdes	District
Cascavita, Angela	District
Castro, Maria	District
Chase, Joan	District
Cheng, June	District
Cobian, Melissa	District
Currier, Connie	District
Dack, Lois	District
De Anda, Consuelo	District
Dolores, Gabriela	District
Domi, Albana	District
Escoto, Yolanda	District
Fender, Sue	District
Fish, Lorraine	District
Garcia, Vitalina	District
Giron, America	District
Gomez, Velia	District
Honma, Linda	District
Iglesias, Clotilde	District
Jones, Jackie	District
Kaniye, Veralyn	District
Kawamoto, Mitsuko	District
Lin, Lily	District
Lin, Wan Hing	District

Human Resources, Classified Personnel

Board of Trustees
July 24, 2008

Page 3 of 9

Lopez, Yamilet	District
Lucas, Annette	District
Macey, Chizuko	District
Mahony, Tamma	District
Maldonado-Leon, Martha	District
Marsh, Joan	District
Martinez, Laura	District
Martinez, Rubicelia	District
Martinez, Tammy	District
Melendez, Roselia	District
Mendez, Alma	District
Mendoza, Gloria	District
Navarro, Gloria	District
Nerey, Xiomara	District
Owen, Vesna	District
Padilla, Eugenio	District
Pantanella, James	District
Parish, Kevin	District
Perez, Elvira	District
Ponce, Doreen	District
Ramirez, Anna	District
Ramirez, Sylvia	District
Ramirez, Wendy	District
Rangel, Silvia	District
Reed, Steven	District
Reyes, Charito	District
Reynolds, Michelle	District
Rodriguez, Yolanda	District
Ruth, Lynneta	District
Schuler, Maria	District
Strimback, Jerri	District
Sutliff, Elizabeth	District
Terada, Chizuko	District
Thompson, Annette	District
Thompson, Luz	District
Tovar, Maria	District
Tran, Thu Trang	District
Valencia, Martha	District
Valle, Maria	District
Van Kingel, Nancy	District
Velasquez, Maria	District
Vernon, Linda	District
White, Sandy	District
Wong-Lu, Tammy	District
Xia, Cheng-Ling (Sara)	District
Zuniga, Monica	District

D. Instructional Assistant – Bilingual

Fragoza, Veronica	Magnolia
Carrillo, Gabriela	Savanna
Garcia, Jasmine	Savanna
Gonzalez, Rosa	Savanna

Human Resources, Classified Personnel

Board of Trustees
July 24, 2008

Page 4 of 9

Gutierrez, Erika	Savanna
Nevarez-Carrera, Anell	Savanna
Warrior, Catherine	Western

E. Instructional Assistant – Special Education

Bagaybaganyan, Tomas	Loara
Buchanan, Rhonda	Loara
Cherry, Patricia	Loara
Erdtsieck, Kathy	Loara
Felton, Billy	Loara
Garcia, Alma	Loara
Garcia, Erika	Loara
Greco, Mariana	Loara
Murillo, Edder	Loara
Paniagua, Elisa	Loara
Perez, Carolina	Loara
Rambeau, Holly	Loara
Victoria, Katia	Loara
Lawrence, Vincent	Magnolia
Letcher, Gail	Magnolia
Reed, Lisa	Magnolia
Romero, Jennifer	Magnolia
Valois, Karen	Magnolia
Ascencio, Laura	Savanna
Avila, Adriana	Savanna
Calderas, Gabriela	Savanna
Diaz, Michalle	Savanna
Fought, Caitlin	Savanna
Johnson, Dennis	Savanna
Jojola, Emilio Jr.	Savanna
Kamae, Dwight	Savanna
Lee de Hembree, Amalia	Savanna
Westphal, Cheryl	Savanna
Hollis, Pamela	Special Youth Services
Gangnath, Erika	Trident
Grove, Daric	Trident
Eurs, Jean	Western
Hills, Roger	Western
Martinez, Angelica	Western
Peralta, Lance	Western
Polk, Randy	Western
Spitz, Stephan	Western
Velazquez, Alma	Western
Wheat, Daniel	Western

F. Instructional Assistant – Severely Handicapped

Swartz, Amber	Hope
Tsarnas, Autumn	Hope
Beer-Goetz, Shanna	Loara
Hartman, Russell	Loara
Miller, Carissa	Loara
Raygoza, Maritz	Loara

Human Resources, Classified Personnel

Board of Trustees
July 24, 2008

Page 5 of 9

Stearns, Kaylin	Loara
Alacala, Andrea	Magnolia
Garcia, Lorena	Magnolia
Oregel, Leticia	Magnolia
Reyes, Omar	Magnolia
Rodriguez, Shannon	Magnolia
Santos, Maricruz	Magnolia
Wray, John	Magnolia
Ang, Yearling	Savanna
Benavidez, Judith	Savanna
Harvey, Teri	Savanna
Jackson, Katherine	Savanna
Lindsay, Amber	Savanna
Matveyenko, Viktor	Savanna
Morrell, Emily	Savanna
Moses, Sean	Savanna
Real, Jeannette	Savanna
Salas, Virginia	Savanna
Salehi, Carla	Savanna
Skiles, Diana	Savanna
Becker, Michelle	Trident
Brown, Laurie S.	Trident
Ocampo, Elida	Trident
Dove, Michelle	Western
Fuller, Pam	Western
Garcia, Berenisse	Western
Grarcia, Lorena	Western
Gilday, Kam	Western
Haney, Joseph	Western
Hernandez, Jose	Western
Lozano, Charles	Western
Ly, Lisa	Western
Montenegro, Ylissa	Western
Nakayama, Ryan	Western
Nash, Kenny	Western
Nick, Barbara	Western
Noriego, Giesy	Western
Olsen, Sheryl	Western
Pagenkopp, Terri	Western
Peralta, Lance	Western
Rivera, Yvette	Western
Rosado, Albert	Western
Sandoval, Vanessa	Western
Suesser, Steve	Western
Villagomez, Linda	Western

G. Office Assistant

Banks, Landy	Adult Education
Aska, Annette	Loara
Garcia, Jacqueline	Magnolia
Ortega, Marisa	Savanna

Human Resources, Classified Personnel

Board of Trustees
July 24, 2008

Page 7 of 9

5. Reclassify/Transfer as noted:	<u>Range/Step</u>	<u>Effective</u>
Bartosh, Patricia From Office Assistant, Cypress, to Instructional Assistant, Special Education, Cypress	43/10	08/19/08
Castillo, Anahuac From Campus Safety Aide, South, to Campus Safety Aide, Katella	41/05	06/16/08
Gutierrez, Elvia From Secretary, Dale, to Instructional Assistant, Special Education, Cypress	43/10	09/04/08
Hernandez de Ayon, Maria From Substitute Food Service Assistant I, District, to Food Service Assistant I, Kennedy	41/01	06/16/08
Jones, Cornelia From Secretary, Gilbert West, to Secretary, Kennedy	51/03	08/19/08
Kappler, Thomas From Substitute Custodian, District, to Custodian, Western	48/01	07/16/08
Lin, Fen Ju From Substitute Food Service Assistant I, District, to Food Service Assistant I, South	41/02	06/12/08
Mendiola, Laura From Substitute Food Service Assistant I, District, to Food Service Assistant I, Henry	41/01	08/14/08
Murillo, Maria From Substitute Food Service Assistant I, District, to Food Service Assistant I, Cypress	41/01	06/16/08
Paniagua, Francisco From Custodian, Loara, to Custodian, Brookhurst	48/10	07/01/08
Pham, Rick From Instructional Assistant, Bilingual, English Learner Office, to Instructional Assistant, Bilingual, English Learner Office	47/10	09/04/08
Rivera, Martha From Food Service Assistant I, Walker, to Food Service Assistant I, Loara	41/04	06/13/08

Human Resources, Classified Personnel

Board of Trustees
July 24, 2008

Page 8 of 9

Rodriguez, Nancy From Substitute Food Service Assistant I, District, to Food Service Assistant I, Lexington	41/01	06/16/08
Rosales, Patricia From Office Assistant, Walker, to Instructional Assistant, Severely Handicapped, Brookhurst	43/10	08/19/08
Tapia-Catalan, Irma From Substitute Food Service Assistant I, District, to Food Service Assistant I, Sycamore	41/01	09/04/08
Trejo, Jaime From Substitute Food Service Assistant I, District, to Food Service Assistant I, Orangeview	41/01	09/04/08
Tsarnas, Autumn From Workability Placement Assistant, District, to Instructional Assistant, Severely Handicapped, Brookhurst	51/10	08/19/08

6. Pay adjustment for the following military instructors for the JROTC/NJROTC program:

	<u>Salary</u>	<u>Effective</u>
Leota, Siaki	\$5,914.73	06/01/08
Pearce, Jerry	\$7,322.86	06/01/08

7. Student Worker, \$8.00 hr.:

Adler, Sydney
Ballesteros, Eric
Castro, Stephanie
Corona, Patricia
Hernandez, Eberlin
Ovalle, Blaine
Rojo, Marissa
Rosen, Caralou

**8. WorkAbility Student, current minimum wage or stipend of \$150, effective as noted:
(Workability Grant Funds)**

Arellano, Diana	06/23/08
Ascencio, Darlene	06/23/08
Avalos, Christian	06/23/08
Barrientos, Jessica	06/23/08
Bueno, Juan	06/23/08
Christie, Richard	06/23/08
Cordeiro, Brandon	06/25/08
Dawson, Damian	06/24/08
Laolagi, Nathan	06/24/08

Human Resources, Classified Personnel

Board of Trustees
July 24, 2008

Page 9 of 9

Nelson, Jenna	06/23/08
Pena, Gabriela	06/23/08
Quintanilla, Eric	06/23/08
Romero, Cristina	06/23/08
Sanchez, Ramon	06/23/08
Silva, Ryan	06/23/08
Woodmansee, Chris	06/23/08

ANAHEIM UNION HIGH SCHOOL DISTRICT
501 Crescent Way, P.O. Box 3520, Anaheim, California 92803-3520, www.auhsd.us

BOARD OF TRUSTEES
Agenda
Thursday, August 7, 2008
Closed Session – 3:30 p.m.
Regular Meeting – 6:00 p.m.

Some items on the agenda of the Board of Trustees' meeting include exhibits of supportive and/or background information. These items may be inspected in the superintendent's office of the Anaheim Union High School District, at 501 Crescent Way in Anaheim, California. The office is open from 7:30 a.m. to 5:00 p.m., Monday through Friday, and is closed for most of the federal and local holidays. These materials are also posted with the meeting agenda on the district web site, www.auhsd.us, at the same time that they are distributed to the Board of Trustees.

Meetings are recorded for use in official minutes.

- 1. CALL TO ORDER – ROLL CALL** **ACTION ITEM**
- 2. ADOPTION OF AGENDA** **ACTION ITEM**
- 3. PUBLIC COMMENTS, CLOSED SESSION** **INFORMATION ITEM**

This is an opportunity for community members to address the Board of Trustees on closed session agenda items only. Persons wishing to address the Board of Trustees should complete a speaker request form, available on the information table, at the back of the room, and submit it to the executive assistant prior to the meeting. Each speaker is limited to five minutes; each topic or item is limited to 20 minutes. Board members cannot immediately respond to public comments as stated on the speaker request form.

4. CLOSED SESSION **ACTION/INFORMATION ITEMS**

The Board of Trustees will meet in closed session for the following purposes:

- A. To consider matters pursuant to Government Code Section 54957.6: Public employee appointments – assistant principals, principal, director, and assistant superintendent.
- B. To consider matters pursuant to Education Code Section 35146: Appeal of student A-2008-05.
- C. To consider matters pursuant to Government Code Section 54957.6: Conference with Labor Negotiators – Dr. Farley, Dr. Selbe, Dr. Navarro, Mr. Cowen, and Mrs. Poore, regarding negotiations and contracts with the American Federation of State, County and Municipal Employees (AFSCME), Anaheim Personnel and Guidance Association (APGA), Anaheim Secondary Teachers Association (ASTA), and California School Employees Association (CSEA).
- D. To consider matters pursuant to Education Code Section 48918: Expulsion of students 07-315 and 08-01.
- E. To consider matters pursuant to Education Code Section 48918: Readmission of students 07-17, 07-29, 07-51, 07-56, 07-64, 07-74, 07-86, 07-89, 07-97, 07-107, 07-112, 07-117, 07-124, 07-127, 07-132, and 08-A.

F. To consider matters pursuant to Education Code Section 35146: Appeal of students A-2008-06.

5. STUDENT PRESENTATION

The Anaheim High School Drama Program students, under the direction of Sharon King, will perform.

6. RECONVENE MEETING, PLEDGE OF ALLEGIANCE, AND MOMENT OF SILENCE

The Board of Trustees will reconvene into open session.

Ben Sanchez, Anaheim High School principal, will lead the Pledge of Allegiance to the Flag of the United States of America and the moment of silence.

7. REPORT ACTIONS TAKEN IN CLOSED SESSION

INFORMATION ITEM

8. PRESENTATION

INFORMATION ITEM

Principal's Report

Mr. Sanchez will present a report on Anaheim High School.

9. PUBLIC COMMENTS, OPEN SESSION ITEMS

INFORMATION ITEM

Opportunities for public comments occur at the beginning of each agenda item and during Public Comments (for items not on the agenda). Persons wishing to address the Board of Trustees should complete a speaker request form, available on the information table, at the back of the room, and submit it to the executive assistant prior to the meeting. Each speaker is limited to five minutes; each topic or item is limited to 20 minutes. Board members cannot immediately respond to public comments as stated on the speaker request form.

10. RECOGNITION

INFORMATION ITEMS

A. Introduction of Guests

B. Reports of Associations

11. ITEMS OF BUSINESS

A. Proposed Names for Alternative and Adult Education Sites

ACTION ITEMS

The recent reorganization of the alternative and adult education programs of the district provides an opportunity to improve the names for the sites. The current designations of the sites have been confusing for some, because three of the sites have been referred to as Gilbert East, South, or West. The following table illustrates the proposed names and the programs that will be offered at each site:

Previous Site Name	Proposed Name	2008-2009 Programs
Gilbert East High School, Gilbert South High School	Trident Education Center 1800 West Ball Road Anaheim, CA 92804	Alternative Education, Independent Study-Home Schooling, Junior High School Opportunity Program Community Day School, Teen/Pregnant Minor Program

Gilbert West High School	La Palma Education Center 6855 La Palma Avenue Buena Park, CA 90620	Alternative Education
Polaris High School, Polaris Opportunity Day School	AUHSD Adult Education Center 830 South Dale Street Anaheim, CA 92804	Adult Education

Recommendation:

It is recommended that the Board of Trustees consider the proposed names, and take formal action to identify the three sites as referenced above.

B. New Class Specifications

ACTION ITEMS

The Board of Trustees is requested to adopt the following new class specifications, which were approved by the Personnel Commission:

1. School Safety and Security Manager, Management, salary range 13. **[EXHIBIT A]**
2. Senior Budget Technician, CSEA, salary range 59. **[EXHIBIT B]**

Recommendation:

Adopt the class specifications for School Safety and Security Manager and Senior Budget Technician.

C. Initial Contract Proposal, AUHSD/ASTA

INFORMATION ITEM

In accordance with Board Policy 6500.01, the Anaheim Union High School District's (AUHSD) initial contract proposal to the Anaheim Secondary Teachers Association (ASTA) for the 2008-09 school year will be presented, in writing, to the Board of Trustees. **[EXHIBIT C]**

Recommendation:

Although this is an information item, requiring no formal action by the Board of Trustees, it is recommended that the board officially receive the proposal in order to proceed to the public hearing.

D. Public Hearing, Initial Contract Proposal, AUHSD/ASTA

INFORMATION ITEM

The Board of Trustees is requested to hold a public hearing on AUHSD's initial contract proposal to ASTA for the 2008-09 school year.

Recommendation:

Although this is an information item, requiring no formal action by the Board of Trustees, it is recommended that the board formally open a public hearing to provide the public an opportunity to speak on this item.

E. Contract Negotiations, CSEA/AUHSD

INFORMATION ITEM

In accordance with Board Policy 6500.01, the California School Employees Association (CSEA) requests to begin contract negotiations with AUHSD, for the contract period of July 1, 2008, through June 30, 2011. This is a three-year contract; therefore, all articles are subject to negotiation.

Recommendation:

Although this is an information item, requiring no formal action by the Board of Trustees, it is recommended that the board officially accept the request in order to proceed to the public hearing.

F. Public Hearing, Contract Negotiations, CSEA/AUHSD **INFORMATION ITEM**

The Board of Trustees is requested to hold a public hearing on CSEA's request for contract negotiations with AUHSD, for the contract period of July 1, 2008, through June 30, 2011.

Recommendation:

Although this is an information item, requiring no formal action by the Board of Trustees, it is recommended that the board formally open a public hearing to provide the public an opportunity to speak on this item.

G. Contract Negotiations, AUHSD/CSEA **INFORMATION ITEM**

In accordance with Board Policy 6500.01, AUHSD requests to begin contract negotiations with CSEA, for the contract period of July 1, 2008, through June 30, 2011. This is a three-year contract; therefore, all articles are subject to negotiation.

Recommendation:

Although this is an information item, requiring no formal action by the Board of Trustees, it is recommended that the board officially accept the request in order to proceed to the public hearing.

H. Public Hearing, Contract Negotiations, AUHSD/CSEA **INFORMATION ITEM**

The Board of Trustees is requested to hold a public hearing on AUHSD's request for contract negotiations with CSEA, for the contract period of July 1, 2008, through June 30, 2011.

Recommendation:

Although this is an information item, requiring no formal action by the Board of Trustees, it is recommended that the board formally open a public hearing to provide the public an opportunity to speak on this item.

I. Board Policy 6203.01, Conflict of Interest Code, Revised **ACTION ITEM**

The Board of Trustees is requested to approve revisions to Board Policy 6203.01, Conflict of Interest Code. **[EXHIBIT D]**

Recommendation:

Approve the revisions to Board Policy 6203.01, Conflict of Interest Code.

J. Board Policy 81500, Official Records, Revised **ACTION ITEM**

The Board of Trustees is requested to approve revisions to Board Policy 81500, Official Records. The revisions reflect set fees being established by the superintendent. The fees for the services, as listed on page 2, have not been increased since July 2000. **[EXHIBIT E]**

Recommendation:

Approve the revisions to Board Policy 81500, Official Records.

K. CONNECT*ED LEARNING Center

ACTION ITEM

The Board of Trustees is requested to approve the use of CONNECT*ED LEARNING Center tutoring services at Loara High School. CONNECT*ED LEARNING Center is a non-profit organization that will be providing free after-school tutoring services to approximately 35 students, which will be coordinated through the Loara High School counseling office. Services will be provided during the 2008-09 school year, at no cost to the district. **[EXHIBIT F]**

Recommendation:

Approve the use of tutoring services provided by CONNECT*ED LEARNING Center.

L. Agreement for Engineering Services, Budlong & Associates, Inc.

ACTION ITEM

The district issued Request for Qualifications #2008-19 on January 18, 2008, seeking consultants to provide engineering services on an as needed basis, for district-wide projects. Staff received and evaluated four statements of qualifications. The firm of Budlong & Associates, Inc. was selected to provide mechanical and electrical engineering services. Projects will be assigned to the consultant on an as needed basis, at a cost not to exceed \$200,000. **[EXHIBIT G]**

Recommendation:

Approve the agreement for engineering services with Budlong & Associates, Inc. (Measure Z Funds, State Modernization and New Construction Funds, QEIA Funds, Routine Restricted Maintenance Funds, General Funds, and Capital Facilities Funds)

M. Consulting Agreements

ACTION ITEMS

1. Father Flanagan's Boys' Home

The Board of Trustees is requested to approve the consulting agreement with Father Flanagan's Boys' Home. Two consultants from Father Flanagan's Boys' Home will provide five days of training, in addition to two days of direct consultation on the Boys Town Education Model (BTEM) to 15 teachers, paraprofessionals, program specialists, and psychologists affiliated with the Bridges program. The BTEM incorporates a Life Skills curriculum, as well as a specialized classroom management system. Instructional methods utilized are appropriate and necessary for students with significant emotional and behavioral challenges, who are served in the district's Bridges program. The BTEM will provide a consistent approach to address student needs, and it will strengthen the program by implementing research-based strategies for this population. District program specialists and psychologists will also be trained as trainer-of-trainers, in order to expand the methodologies to other district programs for students with emotional and behavioral challenges. Services will be provided August 25, 2008, through June 30, 2009, at a cost not to exceed \$10,000. **[EXHIBIT H]**

Recommendation:

Approve the consulting agreement with Father Flanagan's Boys' Home. (Title I Funds and Special Education Funds)

2. Jean Klinghoffer

The Board of Trustees is requested to approve the consulting agreement with Jean Klinghoffer. She is being contracted to assess and redesign the Adult Education Independent Study policies, procedures, and instructional practices, as well as to ensure that faculty and staff understand legal and state requirements. She will provide staff development for all independent study staff members, and she will develop an action plan to refine the Adult Education Independent Study program, resulting in upgraded services to students. The California Department of Education (CDE) specifically recommended Jean Klinghoffer to conduct this service. Ms. Klinghoffer is one of three recognized experts in the area of independent study in California. She has knowledge and experience not available within the district's resources. She has assisted approximately 50 California school districts in improving independent study programs, and she is a co-author of the CDE's Independent Study Manual. Services will be provided for three days, between September 15, 2008, and October 15, 2008, at a cost not to exceed \$2,400. **[EXHIBIT I]**

Recommendation:

Approve the consulting agreement with Jean Klinghoffer. (Adult Education Funds)

12. CONSENT CALENDAR

ACTION ITEMS

The Board of Trustees is requested to approve/ratify items listed under the Consent Calendar. These items are considered routine and are acted on by the Board of Trustees in one motion. It is understood that the administration recommends approval of all consent items. Each item on the consent calendar, approved by the board, shall be deemed to have been considered in full and approved/ratified as recommended. There is no discussion of these items prior to the board vote unless a member of the board, staff, or the public requests specific items be discussed, or removed, from the consent calendar.

The board will list Consent Calendar items that they wish to pull for discussion.

A. Consulting Agreements

1. Parent Institute for Quality Education

Approve the consulting agreement with the Parent Institute for Quality Education (PIQE). The PIQE will conduct a nine-week program, consisting of morning and evening training sessions, for Brookhurst Junior High School parents. The purpose of the training is to increase parents' involvement in their child's educational process. Additionally, the training promotes a partnership between parents and the school. Services include: telephone calls to all households for the recruitment of parent participants, curriculum development for nine parent seminars, and required instructional materials, such as binders and lesson plans for the 200 parent participants. Services will be provided September 24, 2008, through November 19, 2008, at a cost not to exceed \$14,000. **[EXHIBIT J]**

Recommendation:

Approve the consulting agreement with the Parent Institute for Quality Education. (Title I Funds)

2. Goodwill Industries of Orange County DBA Assistive Technology Exchange Center (ATEC)

Approve the consulting agreement with Goodwill Industries of Orange County DBA Assistive Technology Exchange Center (ATEC) to provide evaluations for students with significant communication disabilities, who are in need of assistive technology and/or augmentative and alternative communication devices. These evaluations are completed

per an Individual Education Program (IEP) team recommendation, and may also include trials of equipment and training for students, staff, and parents by ATEC staff on any recommended equipment. Services will be provided September 2, 2008, through June 30, 2009, at a cost not to exceed \$5,000. **[EXHIBIT K]**

Recommendation:

Approve the consulting agreement with Goodwill Industries of Orange County DBA Assistive Technology Exchange Center (ATEC). (Special Education Funds)

B. Use of Facilities Approval

Approve or deny the use of school facilities, as required by Board Policy 9701.01, Community Use of School Facilities. The exhibit includes the list of users and their requests for various school facilities, as well as the recently adopted policy for reference. **[EXHIBIT L]**

Recommendation:

Approve or deny the use of school facilities as recommended in the exhibit.

C. Transportation Agreement to the Bridges Program at Walker Junior High School

Approve a transportation agreement to pay the parents of a special education student attending the Bridges program at Walker Junior High School, 8132 Walker Street, La Palma, CA, for round-trip daily transportation to the Bridges program at Walker Junior High School, September 4, 2008, through June 16, 2009, at a cost not to exceed \$4,350.60. **[EXHIBIT M]**

Recommendation:

Approve the transportation agreement to the Bridges program at Walker Junior High School. (Special Education Funds)

D. Individual Service Contracts

Recommendation:

Approve/ratify the individual service contracts as submitted. (Special Education Funds) **[EXHIBIT N]**

E. Certificated Personnel Report

Recommendation:

Approve/ratify the certificated personnel report as submitted. **[EXHIBIT O]**

F. Classified Personnel Report

Recommendation:

Approve/ratify the classified personnel report as submitted. **[EXHIBIT P]**

G. Purchase Order Detail Report

Recommendation:

Ratify the purchase orders per Board Policy 41006.1, June 25, 2008, through July 10, 2008. **[EXHIBIT Q]**

H. Check Register Report

General Fund	\$2,420,518.90
Adult Education Fund	\$1,322.63
Deferred Maintenance Fund	\$23,394.83
GO Bond 2002A Fund	\$2,055,486.36
Capital Facilities Fund	\$3,069.28
Insurance-Workers' Compensation Insurance Fund	\$28,979.10
Insurance-Health and Welfare Fund	\$1,357,653.53

Recommendation:

Ratify the check register/warrants report per Board Policy 41006.2, June 25, 2008, through July 10, 2008. **[EXHIBIT R]**

I. Conferences and/or Meetings

1. CSBA Delegate Assembly Meeting, December 3-4, 2008, San Diego, CA, for Mr. Holguin. There is no registration charge for the delegate.
2. Orange County School Boards Association (OCSBA) Dinner Meetings, September 24, 2008, November 12, 2008, March 4, 2009, and May 6, 2009, Irvine, CA, \$51 per person, per event.

Recommendation:

Authorize payment for the board members and superintendent to attend conferences and/or meetings, with payment of their necessary expenses. (General Funds)

J. Board of Trustees' Meeting Minutes

June 5, 2008 – Regular Meeting **[EXHIBIT S]**

Recommendation:

Approve the minutes as submitted.

13. SUPERINTENDENT AND STAFF REPORT

INFORMATION ITEM

14. BOARD OF TRUSTEES' REPORT

INFORMATION ITEM

Announcements regarding school visits, conference attendance, and meeting participation.

15. SUPPLEMENTAL INFORMATION

INFORMATION ITEM

Cafeteria Fund, May 2008 **[EXHIBIT T]**

16. ADVANCE PLANNING

INFORMATION ITEMS

A. Future Meeting Dates

The next regular meeting of the Board of Trustees will be held on Thursday, August 28, 2008, at 6:00 p.m.

Thursday, September 11, 2008
Thursday, September 25, 2008
Thursday, October 9, 2008

Thursday, October 30, 2008
Thursday, November 20, 2008
Thursday, December 11, 2008

B. Suggested Agenda Items

17. ADJOURNMENT

ACTION ITEM

In compliance with the Americans with Disabilities Act, individuals with a disability who require modification or accommodation in order to participate in this meeting should contact the executive assistant to the Board of Trustees at (714) 999-3503 by noon on Monday, August 4, 2008.