

BOARD OF TRUSTEES
Special Meeting Minutes
Tuesday, August 5, 2014

1. CALL TO ORDER–ROLL CALL

Board Clerk Annemarie Randle-Trejo called the special meeting of the Anaheim Union High School District Board of Trustees to order at 5:00 p.m.

Present: Annemarie Randle-Trejo, clerk; Anna L. Piercy, assistant clerk; Katherine H. Smith and Al Jabbar, members; Michael B. Matsuda, superintendent; Dianne Poore and Manuel Colón, assistant superintendents; and Jeff Riel, District counsel.

Absent: Brian O’Neal, president

2. ADOPTION OF AGENDA

On the motion of Trustee Smith, duly seconded and unanimously carried, the agenda was adopted.

3. PUBLIC COMMENTS, CLOSED SESSION ITEM

There were no requests to speak.

4. PLEDGE OF ALLEGIANCE

Board Clerk Annemarie Randle-Trejo led the Pledge of Allegiance to the Flag of the United States of America.

5. CLOSED SESSION

The Board of Trustees entered closed session at 5:02 p.m.

Russell Lee-Sung, assistant superintendent, entered at 5:17 p.m.

6. RECONVENE MEETING AND REPORT OUT

6.1 Reconvene Meeting

The Board of Trustees reconvened into open session at 5:59 p.m.

6.2 Closed Session

Assistant Clerk Anna L. Piercy reported the following actions taken during closed session:

6.2.1 No reportable action taken regarding property negotiations.

6.2.2 The Board of Trustees took formal action to appoint the following assistant principals, by a unanimous vote, Art Valeriano, Ball Junior High School; and Ken Carson, Walker Junior High School.

6.2.3 No reportable action taken regarding litigation.

6.2.4 No reportable action taken regarding personnel.

Kenneth Carson introduced himself to the Board and staff. Additionally, he thanked them and introduced his family.

7. PUBLIC COMMENTS, OPEN SESSION ITEM

There were no requests to speak.

8. ITEMS OF BUSINESS

RESOLUTION

8.1 **Resolution No. 2014/15-B-03, Signature Authorization**

Background Information:

The Board of Trustees was requested to adopt Resolution No. 2014/15-B-03, Signature Authorization. In accordance with Education Code Section 42633, the governing board of each school district shall be responsible for filing, or causing to be filed with the Orange County Superintendent of Schools the verified signature of each person authorized to sign orders in its name.

Except for districts determined to be fiscally accountable pursuant to Education Code Section 42650, no order on the funds of any school district shall be approved by the Orange County Superintendent of Schools unless the signatures are on file in his office, and he is satisfied that the signatures on the order are those of persons authorized to sign the order.

Current Consideration:

The Orange County Department of Education requires that all designated personnel authorized to sign various documents be approved by the Board of Trustees. Since there have been recent changes in administrative personnel, the District will be updating the signature authorization.

Budget Implication:

There is no impact on the budget.

Action:

On the motion of Trustee Piercy and duly seconded, by those present the Board of Trustees adopted Resolution No. 2014/15-B-03. The roll call vote follows.

Ayes: Trustees Jabbar, Smith, Piercy, and Randle-Trejo

Absent: Trustee O'Neal

BUSINESS SERVICES

8.2 **Ratify Agreement, Correia Consulting and Design**

Background Information:

Two buildings at Savanna High School experienced cracking in certain block walls resulting from the earthquake of March 28, 2014. Correia Consulting and Design was contacted to

inspect the structures and to prepare a report of the findings. Correia Consulting and Design was also asked to prepare drawings to address the structural repairs. The plans will be submitted to the Division of State Architect (DSA) for approval prior to the execution of the repair work.

Current Consideration:

The consultant has been hired to prepare structural engineering services for the preparation of construction documents that will be formally submitted to the Division of the State Architect (DSA) for approval. The term of the agreement is from June 2, 2014, through June 30, 2015.

Budget Implication:

Correia Consulting Services has provided structural engineering services, at a cost not to exceed \$10,000, in accordance with the proposal dated May 27, 2014. (Maintenance Funds)

The fee is broken down as follows:

- Preparation of report complete with repair recommendations, \$3,000
- Preparation of construction documents for DSA's approval, \$4,500
- Services rendered in addition to the proposed scope will be billed at an hourly rate of \$190/hour.

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried by those present, the Board of Trustees ratified the agreement with Correia Consulting and Design.

8.3 **Agreement, Optimum Energy Design**

Background Information:

The upcoming heating ventilation, and air conditioning (HVAC) upgrade project at Lexington Junior High School has been planned as the District's first project to receive funding from the Proposition 39 program. In order to apply for the funding, the District intends to engage the services of Optimum Energy Design (OED), the firm that also designed the school's new mechanical system, to provide the necessary documentation to secure the funding under the Proposition 39 program.

Current Consideration:

The consultant would be hired to provide Proposition 39 energy planning and audit consulting services related to Lexington Junior High School's HVAC upgrade project. The term of the agreement is from August 6, 2014, through June 30, 2015.

Budget Implication:

Energy Optimum Design would provide consulting services, at a cost not to exceed \$18,800, in accordance with the proposal dated May 13, 2014. (Prop 39 Planning Funds)

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried by those present, the Board of Trustees approved the agreement with Optimum Energy Design.

8.4 **Ratify Agreement, P2S Engineering, Inc.**

Background Information:

The District engaged the services of P2S Engineering, Inc. to design scope that will provide for more energy efficient exterior and parking lot lighting to augment energy efficiency measure savings at Lexington Junior High School. This scope will assist the overall HVAC upgrade project in reaching Proposition 39 benchmarks to secure this year's funding entitlement.

Current Consideration:

The consultant has been hired to provide electrical engineering services to design energy efficient lighting scope that will be included in the Lexington Junior High School HVAC upgrade project. The term of the agreement is from July 1, 2014, through June 30, 2015.

Budget Implication:

P2S Engineering, Inc. has provided consulting services, at a cost not to exceed \$5,000, in accordance with the proposal dated June 26, 2014. (Maintenance Funds)

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried by those present, the Board of Trustees ratified the agreement with P2S Engineering, Inc.

EDUCATIONAL SERVICES

8.5 **New Board Policy 71500, Title I Programs, First Reading**

Background Information:

School districts are required to have a Board Policy that addresses the criteria for the implementation of Title I Programs. The Board Policy must also address Title I comparability of services.

Current Consideration:

New Board Policy 71500, Title I Programs, provides guidance for the implementation and administration of the District's Title I Programs, and includes language to address Title I comparability of services. Section 1118 of the Elementary and Secondary Education Act and model Board Policy from the California School Boards Association served as resources in the development of the new Board Policy. Administrative Regulation 71500, Title I Programs, is also included in the Board exhibit.

Budget Implication:

There is no impact to the Budget.

Action:

On the motion of Trustee Smith, duly seconded and unanimously carried by those present, following discussion, the Board of Trustees reviewed and discussed new Board Policy 71500, Title I Programs.

9. **CONSENT CALENDAR**

On the motion of Trustee Piercy, duly seconded and unanimously carried by those present, following discussion, the Board of Trustees approved all consent calendar items, with the exception of item 9.5 pulled by Trustee Jabbar.

BUSINESS SERVICES

9.1 Rejection of all Bids

<u>Bid #</u>	<u>Service</u>	<u>Award</u>
2015-01	HVAC Project Lexington Junior High School (Maintenance and Proposition 39 Funds)	Reject all bids

Action:

The Board of Trustees rejected all bids.

EDUCATIONAL SERVICES

9.2 Ratify, Service Agreement, Anaheim Family YMCA

Background Information:

The 21st Century Community Learning Centers Program Grant is administered through the YMCA Anaheim Achieves after-school program. Currently, Anaheim, Katella, Loara, Magnolia, Savanna, and Western high schools have the after-school program at their sites.

Current Consideration:

The YMCA provided after-school services during the 2013-14 year, which provided a seamless integration of the District's educational programs and after-school programs. These programs include training and support for site visits to Response to Instruction and Intervention (RtI²), mentoring and coaching for Anaheim Achieves staff by AUHSD personnel, as well as an AUHSD designated consultant to serve as a resource to the YMCA.

Budget Implication:

In exchange for these services, the YMCA agreed to pay the District \$90,000, which was received July 24, 2014. (YMCA Funds)

Action:

The Board of Trustees ratified the service agreement with the Anaheim Family YMCA. Services were provided July 1, 2013, through June 30, 2014.

9.3 Memorandum of Understanding (MOU), Orange County Human Relations

Background Information:

The Orange County Human Relations Council (OCHRC) and the District have a long-standing relationship that dates back to 1998 when OCHRC partnered with the District in a program called Bridges. OCHRC committed to working with District school site teams comprised of a teacher advisor, administrative support, and students for the purposes of establishing a comprehensive school inter-group relations program. The OCHRC provided services that have included, but are not limited to, leadership orientation, task formation and follow-up during the year, three all-day student retreats per participating site, faculty in-services, planning and implementation of strategies for parent outreach and involvement, assist in planning of school-wide projects, mediation services for both students and adults, anger management, anti-bullying, and diversity training. OCHRC has also volunteered in times of crisis to make themselves available for social and emotional support.

Current Consideration:

OCHRC has pledged to continue their work in the Bridges program with six schools: Community Day School, Anaheim, Magnolia, Loara, Savanna, and Western high schools, as well as South and Sycamore junior high schools, at a cost not to exceed \$45,000. The funding would cover the expenses of working with the school sites and up to nine diversity trainings for school staff. In addition, after the program fee is paid to OCHRC and teachers have met their contractual responsibilities, OCHRC will pay a \$1,000 stipend to the teacher advisor at each participating site. Services will be provided August 6, 2014, through June 30, 2015.

Budget Implication:

In exchange for these services, the District agreed to pay OCHRC an amount not to exceed \$45,000 for the 2014-15 year. (General Funds)

Action:

The Board of Trustees approved the MOU with OCHRC.

9.4 **Field Trip Report**

Action:

The Board of Trustees approved/ratified the field trip report as submitted.

SUPERINTENDENT'S OFFICE

9.5 **Ratify, Consulting Agreement, Cerrell Associates Inc.**

Background Information:

California campaign law states that a governing board has the implicit power to make reasonable expenditures for the purpose of giving voters relevant facts to aid them in reaching an informed judgment when voting on a proposal. Additionally, AUHSD community members, who participated in the Blueprint for the Future Committee process, agreed in their consensus report that it is important to undergo public information outreach to illuminate and educate the larger community on facility needs and related issues before the Board voted on whether to place the bond measure on the November 2014 ballot.

At the March 27, 2014, Board meeting, a consulting contract with Cerrell was approved for April, May, and June, at a cost not to exceed \$18,000.

Since April 1, 2014, Cerrell Associates Inc. developed and implemented a public affairs program to assist the District in public education and engagement activities relating to the consideration of the November 2014 bond measure. Cerrell not only brought expertise in how to successfully engage and educate diverse communities on a wide range of issues, but also on how to enhance the capacity of the District's in-house communication efforts.

Current Consideration:

Cerrell has been invaluable in establishing a communication timeline, as well as providing advice, materials, and in-house support during our information outreach efforts. Since the Board has now approved putting the bond before voters, Cerrell's information outreach efforts are even more important.

Cerrell originally charged \$5,000 per month for their services, but performed services worth approximately \$7,000 per month.

Budget Implication:

To continue this outstanding level of service, effective July 1, 2014, through November 4, 2014, the monthly fee will be increased to \$6,500 to reflect the increased work activities, plus additional reasonable and necessary expenses incurred by the firm during the performance of its duties, such as photocopying, postage, and supplies, at an amount not to exceed \$3,000, for a total cost not to exceed \$32,250. (General Funds)

Action:

On the motion of Trustee Jabbar, duly seconded and unanimously carried by those present, following discussion, the Board of Trustees ratified the consulting agreement with Cerrell Associates Inc.

9.6 **Board of Trustees' Meeting Minutes**

9.6.1 June 19, 2014, Regular Meeting

9.6.2 June 26, 2014, Regular Meeting

Action:

The Board of Trustees approved the minutes as submitted.

10. **ADJOURNMENT**

On the motion of Trustee Piercy, duly seconded and unanimously carried by those present, the Board of Trustees adjourned the meeting at 6:06 p.m.

Approved 
Clerk, Board of Trustees