

COMPTON UNIFIED SCHOOL DISTRICT

Call and Notice of REGULAR MEETING
of the
Board of Trustees

December 14, 2010

A G E N D A

BOARD AGENDA PACKETS AND INFORMATION:

Complete Board meeting packets are available for review at the Front Lobby Reception Counter.

*Complete Board agendas and packets are available online at:
<http://www.compton.k12.ca.us>*

REVIEWING AND LISTENING TO THE BOARD MEETINGS:

Television: Regular Board meetings are broadcast by Time Warner Cable to subscribers within the City of Compton on CUSD TV Channel 26.

The Board of Trustees would like to acknowledge Time Warner Cable for their generosity in helping to televise CUSD Board of Trustee meetings.

ATTENDING BOARD MEETINGS:

The public is warmly invited to attend and participate in all CUSD Board of Trustees meetings.

Location: Education Service Center Board Room
501 South Santa Fe Avenue
Compton, CA 90221

Time: The **Board of Trustees' Open Session meeting will begin at approximately 6:30 p.m.** The Board will convene at 5:00 p.m. in the Education Service Center Board Room to receive comments from anyone wishing to address the Board regarding closed session items (see Exhibit B). The Board will then adjourn to closed session in Room 109 and reconvene in open session to address the regular agenda at approximately 6:30 p.m.

COMPTON UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES
NORMS & PROTOCOLS FOR GOOD GOVERNANCE

SHARED GOALS

- Maximum academic achievement for all students
- Safe and orderly environment for all students and employees
- Efficient and effective support operations for all students, families, teachers and administrators
- Efficient and equitable distribution of resources to address the needs of all students, to the maximum extent feasible
- Improved public confidence and strong parent/community engagement.

CORE BELIEFS

- We will maximize academic achievement of all students
- We want a safe and orderly environment for all students and employees
- We want efficient and effective support of operations for all students, families, teachers and administrators
- We want efficient and equitable distribution of resources to address the needs of all students, to the maximum extent feasible
- We want public confidence and strong parent/community engagement

CODE OF CONDUCT & PROTOCOLS

- Our first and greatest concern is the educational welfare of all students in the city of Compton
- Our second concern is our fiduciary responsibility to our constituents and the tax payers of the City of Compton, making our role that of a policy maker not an administrator.
- Abide by the California School Boards Association Code of Conduct, as adopted and State Ethics code.
- Superintendent should consider input from the Board on District related matters.
- Respect staff and Board Members
- Prepare ourselves for all meetings so our comments and questions are clear, concise, and allow timely conversation.
- Listen carefully and with courtesy to other members' comments, respond only when appropriate.
- We shall recognize that a Board Member has no legal authority as an individual and that decisions can be made only by a majority vote at a Board meeting.
- Board Members should respect and support the majority decision of the Board.
- We shall abide by majority decisions of the Board while retaining the right to seek changes in such decisions through ethical and constructive channels.
- We shall take no private action that may compromise the Board or administration and shall respect the confidentiality of privileged information.
- Board members shall recognize that the Superintendent has administrative authority in accordance with school board policy and state law, and that Superintendent shall take into account any Board input prior to acting on personnel matters.
Complaints and problems from parents, community members or employees should be discussed with the Superintendent to seek positive solutions before airing matters publicly.

COMPTON UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES
DECLARATION OF BELIEFS AND VISIONS

Acknowledging the long existing need to improve student achievement in the Compton Unified School District, and the current Program Improvement status of the district; the Board of Trustees establishes the following mission statement, state of the district declaration, core beliefs, and expectations for accountability:

To improve the performance of Compton students significantly, the trustees of the Compton Unified School District (CUSD) commit to an essential restructuring and reform of the district.

We acknowledge the effective work of thousands of talented, dedicated teachers, administrators, and other educators. We believe, however, that the district's performance can and must be improved.

We realize also that the serious urban problems that characterize most of America's largest cities also exist in Compton and spill into the schools. We realize that CUSD is a district comprised of diverse groups. We also know that even our best schools are not performing at world-class levels. We realize that CUSD students represent great diversity in terms of culture, ethnicity, language, and economic status. We believe that this rich cultural diversity requires flexibility and focused attention on the individual needs of students to achieve improved learning.

We make the following declaration relative to our current state:

1. ***The overall achievement level of our students must be improved***
2. ***The dropout rate is unacceptably high***
3. ***The district and its schools are overtly regulated by compliance issues***
4. ***School safety must be improved***
5. ***We must develop family-friends schools, focused on increasing engagement of parents.***
6. ***The District is not responsive to the fundamental needs of our Community.***

We, the Board of Education, hold the following beliefs:

1. **We believe all children will learn at higher levels.**
The Compton Unified School District has the responsibility to provide the quality of education and a safe environment that allows every child to learn at higher levels. The capacity to learn is not determined or limited by race, family income, native language, gender or area of residence.
2. **We believe all children will reach their learning potential and that the achievement gap can be eliminated.**
The Compton Unified School District must provide equal access to quality education regardless of race, family income, gender, native language, special needs or area of residence. Providing equal access to high quality education for every child may require the investment of unequal resources to ensure an equitable outcome.
3. **We believe schools have an enormous impact on children's lives.**
To improve educational outcomes for all students, a highly qualified and effective teacher must be in every classroom, and every school must have a highly qualified and effective principal who is an instructional leader. Improving the educational outcomes for our students will require support from all segments of our community including parents, caregivers, businesses, elected and appointed officials, civic and faith-based organizations, along with the District's leaders, staff and students. Parents and caregivers are responsible for sending their children to school ready to learn, but the School District is responsible for educating all children regardless of family support or involvement. Children have an obligation to come to school ready to learn, but the District cannot abandon those who do not and must ensure that these students learn as well.
4. **We believe the Compton Unified School District will become a high performing organization.**
Sustainable reforms are possible only if parents have meaningful choices. The Compton Unified School District must develop effective partnerships with parents and caregivers - based upon trust and respect - that engage the District and the parents/caregiver in a plan of action to promote the "best interest" of the child.

All District activities will be measured by their ability to increase the academic achievement of students across the District in the most efficient and effective manner.

The District will launch, continue or expand only those efforts proven to raise student achievement here or demonstrated elsewhere. There are no "sacred cows."

To be sustainable, any reform must conform to realistic, strategic and financial plans.

A G E N D A
Regular Meeting of the
Board of Trustees
COMPTON UNIFIED SCHOOL DISTRICT
December 14, 2010

COMPTON UNIFIED SCHOOL DISTRICT
DECLARATION OF BELIEFS AND VISIONS (cont.)

5. We believe that all children *shall* be educated in a safe and orderly environment.

In order to maintain such an environment in all schools of the District, high standards with regard to dress, behavior and attendance will be promulgated and enforced in all schools. In addition, violations of the established code of student conduct in the areas of drugs, weapon, and assaults on students or staff will result in severe consequences.

Success on this area is our only option, and we, as leaders of the school system, declare that safe schools, along with improved student achievement are our highest priorities.

The time has come for dramatic restructuring and reform. A new educational structure is required that:

1. *Is built on the relationship between the teacher and the student;*
2. *Features shared decision-making, and decentralized as academic progress is made and where it continues to flourish;*
3. *Is focused on performance, not compliance;*
4. *Requires a common core of academic subjects for all students;*
5. *Allows for the uniqueness of each school community*

As a Board, we have developed the following outline of our vision for an improved CUSD:

CUSD ACCOUNTABILITY: Effectiveness requires accountability at all levels of the organization (certificated and classified). We believe that our schools must be held accountable for student performance, and central office must be held accountable for direction, support and overall improved student achievement within the district. We believe that principal and teacher input is central and must be evidenced in all major decisions. We further believe that the best interest of our students must be at the center of all decisions, and that principals must be the leaders of that decision making-process. We further acknowledge that:

- ❖ The Board of Trustees must provide guidance and support to local schools by establishing clear goals, high standards, and effective systems of evaluation, while at the same time giving schools the opportunity to develop and implement methods that best achieve those goals as evidenced by student performance.
- ❖ The central office must become an enabler with a powerful focus on achievement especially in low performing schools. Its role must be training, consulting, providing resources, and evaluating. Evaluation is based in improved student achievement and professional growth.
- ❖ Schools must be responsive to their communities, providing parents and members of the community (and where appropriate, students) with formal, structured input into decision-making.
- ❖ Schools must bring a sense of urgency to using tools that result in improved achievement, using the California Standards as their goal.
- ❖ Schools will:
 - Be led by a strong and effective principal
Outstanding leadership will be the norm and not evidenced in only a few of our schools.
 - Function as teams
 - Collaboratively develop a vision for improved student achievement and a plan to achieve that vision
 - Establish a plan of accountability for all employees

Order of Business

A. OPENING

A.1 *CALL TO ORDER*

**Mrs. Mae Thomas
Board President**

A.2 *ROLL CALL*

Micah Ali	()
Fred Easter	()
Margie Garrett	()
Emma Sharif	()
Marjorie Shipp	()
Mae Thomas	()
Satra Zurita	()
Karen E. Frison	()
Donnie King	()
<i>Student Board Member</i>	()

A.3 *PLEDGE OF ALLEGIANCE*

A.4 *INVOCATION*



ORGANIZATIONAL MEETING

- a) *Office of President*
- b) *Office of Vice President*
- c) *Office of Clerk*
- d) *Secretary to the Board*
- e) *Legislative Representative*
- f) *Representative - Los Angeles County Trustees Association*
- g) *Representative - Los Angeles County Committee on School District Organization*



A.5 PUBLIC COMMENTS - CLOSED SESSION ITEMS

**HEAR SPECIFIC CHARGES AGAINST EMPLOYEE(S)
IF EMPLOYEE(S) REQUESTS THAT CHARGES BE HEARD IN OPEN SESSION**

10/11-047a B. CLOSED SESSION

- **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/SUSPENSION/RELEASE/
NONRELECTION/NONREEMPLOYMENT/LEAVE/RESIGNATION**
(Pursuant to Government Code Section 54957)

- **CONFERENCE WITH LEGAL COUNSEL - (Claims)**
(Pursuant to Government Code Section 54956.9(b)(2)(C))
Claimant: Best Contracting Services, Inc.
Agency: Compton Unified School District

- **CONFERENCE WITH LEGAL COUNSEL - (Existing Litigation)**
(Pursuant to Government Code Section 54956.9(a))
 - USD CV-06-4717 AHM; USCA Case No. 07-55751
 - Compton Unified School District v. Redevelopment Agency of the City of Compton (LASC Case No. BC 449037)
 - (Case names unspecified: Disclosure would jeopardize existing settlement negotiations)

- **CONFERENCE WITH LEGAL COUNSEL - (Anticipated Litigation)**
(Initiation of litigation pursuant to Government Code Section 54956.9(c))
 - 4 Potential Cases
 - 6 Potential Defendants
(Significant exposure to litigation pursuant to Government Code Section 54956.9(b))
 - 2 Potential Cases
 - Claim for Out-of-Class Pay

- **STUDENT EXPULSION**

(CONTINUED ON NEXT PAGE)

10/11-047a B. **CLOSED SESSION**
(CONTINUED)

● **CONFERENCE WITH LABOR NEGOTIATORS**

(Pursuant to Government Code Section 54957.6)

Agency Designated Representatives:

Mr. Barrett K. Green
Alejandro Flores

Employee Organizations:

California School Employees Association
American Federation of Teachers
Police Officers' Association
Service Employees International Union
Compton Education Association

Agency Designated Representatives:

Mr. Barrett K. Green
Alejandro Flores

Unrepresented Employee(s):

Certificated/Classified Management
Nonrepresented Classified
Deputy Superintendent
Associate Superintendents
Acting Superintendent
Chief Facilities Officer

● **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

(Pursuant to Government Code Section 54957)

- Acting Superintendent
- Superintendent

● **PUBLIC EMPLOYEE COMPLAINTS**

10/11-047b B. **OPEN SESSION**

● **Report Out of Closed Session**

(Pursuant to Govt. Code Section 54957.1)

C. **INFORMATION ITEMS**

- None Scheduled

D. COMMUNICATIONS

D.1 STUDENT PERFORMANCE
- None Scheduled

D.2 RECOGNITIONS

- 1) *Nicole DiRanna, Teacher, Centennial High School - Carlston Family Foundation's Outstanding Teachers of America Award Recipient - Donald Evans - Associate Superintendent, Secondary Education*
- 2) *CUSD 50 Million Pound Challenge #3 Winners - Tami Foy, Grants Manager*

D.3 PRESENTATIONS

- 1) *School Consolidation and Realignment Committee Report - Deborah Willard, Associate Superintendent, Business & Administrative Services*
- 2) *Compton Adult School - Dr. Donald Evans, Associate Superintendent, Secondary Education*
- 3) *2010/2011 First Interim Financial Report - Deborah Willard - Associate Superintendent, Business & Administrative Services*
- 4) *Establishment of New Classification - Employee Relations Technician - Jeanne Batey, Senior Director, Classified Personnel*

D.4 SUPERINTENDENT'S REPORT

E. PUBLIC COMMENTS - AGENDA & NON AGENDA ITEMS

(Education Code 35145.5; Government Code 54950 et seq.)

All persons wishing to speak on Agenda & Non-Agenda items may do so at this point in the agenda. To be recognized to speak, the speaker must sign the sign-in sheet on the back table. Comments will be limited to 3 minutes per individual.

All persons who wish to speak during meetings of the Board of Trustees of the Compton Unified School District are expected to be courteous and respectful to other people and abide by the directions of the President of the Board in terms of when and how long they may speak. Further, no individual is to engage in making remarks demeaning or related to attacks on personnel. Failure to abide by the directions of the Board President may be disruptive to the meeting and may result in the person being ejected from the meeting. Disruption of a school board meeting is also unlawful and may result in criminal prosecution. (See Education Code Section 32210; Penal Code Sections 403, 415, and 416).

Members of the Board of Trustees, staff and community who participate in Board meetings are requested to discuss only matters directly related to District business and, thus, to focus their statements on the general subject matter of the issues.

Any criticism, comment, evaluation or observation regarding staff, including members of this administration, should be addressed exclusively in Closed Session. Anyone who makes defamatory remarks or makes personal attacks does so without the knowledge, authority, or approval of the District's Board of Trustees as a whole, the Administration, or the Superintendent.

If you wish to ask questions, please address them to the President and not to individual members of the Board of Trustees or to the staff. The Board and employees will listen to your questions and concerns, and the superintendent will direct follow-up as appropriate. Public comment is not intended for dialogue with Board Members or the superintendent. No disrespect is intended as this is a matter of protocol only.

F. COMMENTS OF THE STUDENT BOARD MEMBER

G. SPECIAL SESSION

G.1 ROP Session
(select tonight's ROP Agenda Booklet)

G.2 Public Hearing - 7:30 p.m.
1) *Academy for Young Scientists Charter School Proposal*
2) *ThinkTank Preparatory Academy (High School) for Young Urban Entrepreneurs Charter School Proposal*

H. APPROVAL OF MINUTES

10/11-048 Board Study Session - November 9, 2010

**I. DISCUSSION ITEM
- None Scheduled**

J. ACTION ITEMS (Non-Consent)

10/11-045 Student Expulsion - Case No. 014

10/11-049 Applications to Attend Professional Conferences/School Business Meetings

10/11-053 Memorandum of Understanding - Inner City Industries (ICI)

Comment: Inner City Industry (ICI) is a Los Angeles based organization that would like to enter into a partnership with CUSD to facilitate the organization's Dedication to Education Reform (D2ER) program. The program will address barriers to student learning and promote healthy development. It will develop culturally relevant social emotional curriculum to support students in transition, establish peer to peer mentoring to build capacity for school based mental health services and promote the D2ER on campus and in the community.

Recommendation: Approve MOU with Inner City Industry.

Fiscal Impact: *No Fiscal Impact.*

10/11-054 Announcement of Board's Proposed Personnel Commission Representative

J. ACTION ITEMS (Non-Consent) cont.

**10/11-2016
(E)**

Certificated Personnel Actions

Comment: Approval/Ratification of the indicated change of assignments, change of funding, extension of assignments, extra duty, extra duty summer school, non re-elections, leaves of absence, new assignments, new hires, other per diems, reassignments, reclassifications, rehires, reinstatements, rescissions, resignations, retirements, return from leave of absence, stipends, terminations/deceased and transfers.

Recommendation: Approval

Fiscal Impact: *No Cost to the District.*

**10/11-3012
(E)**

Classified Personnel Actions

Comment: Approval/Ratification of the indicated Personnel Appointments, Exempts, Status Changes (Reassignments, transfers, etc.), Extra Duty, Leaves, Separations, Volunteers, and Return from Leaves.

Recommendation: Approval

Fiscal Impact: *No Cost to the District.*

J. ACTION ITEMS (Non-Consent) cont.

10/11-3014

Appointment of One Clerk Typist III to the Newly-Established Classification of Employment Relations Technician

Comment: Under Education Code Section 45285 et. seq. and the Personnel Commission rules, the Personnel Commission may recommend reclassification of classified positions. The Personnel Commission has advised the District that, following a reclassification study, the Commission is recommending the reclassification of one (1) Clerk Typist III to the newly established position of Employee Relations Technician. The Commission advises the District that the Commission has conferred with the applicable classified bargaining unit (AFT), and that the bargaining unit supports the reclassification. The affected employee is employee #4900800.

Recommendation: Approval to appoint of one Clerk Typist III to the newly-established classification of Employment Relations Technician.

Fiscal Impact: *General Funds, Human Resources Budget, in the additional amount of \$8,554.68 annually.*

K. UNFINISHED BUSINESS

- None Scheduled

L. BUSINESS/CONSENT ITEMS (Routine Matters)

Consent Items are considered routine and will be enacted, approved, adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance.

10/11-050
(E)

Resolution No. 10/11-14 Commemorating the birthday of Dr. Martin Luther King, Jr. on January 17, 2011

Recommendation: Adoption of Resolution.

Fiscal Impact: *No Cost to the District.*

L. **BUSINESS/CONSENT ITEMS (Routine Matters) cont.**

Consent Items are considered routine and will be enacted, approved, adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance.

10/11-051
(E)

Resolution No. 10/11-25 Proclaiming the Month of January 2011 as Anti-Bullying and Diversity Awareness Month

Recommendation: Adoption of Resolution.

Fiscal Impact: *No Cost to the District.*

10/11-052
(E)

Resolution No. 10/11-16 To Excuse Absence of Board Member (*Emma Sharif*)

Recommendation: Adoption of Resolution.

Fiscal Impact: *No Cost to the District.*

10/11-1109

**Amendment to Item No. 09/10-1235 (6/22/10) Consultant Agreement - College Board (2010 PSAT/NMSQT)
(*Secondary Education*)**

Comment: CollegeBoard provided the PSAT/NMQST test to all CUSD high school students in the 9th, 10th, 11th & 12th grades. There was an unanticipated increase in student enrollment of 143 students in the 9th grade and 59 students in the 12th grade.

Recommendation: Approval of amendment to increase the funding level to cover the cost of additional tests administered to students in the 9th and 12th grades.

Fiscal Impact: *School and Library Improvement Block (SLIB) Grant in the additional amount of \$741.*

L. **BUSINESS/CONSENT ITEMS (Routine Matters) cont.**

Consent Items are considered routine and will be enacted, approved, adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance.

10/11-1112

Payment of Attorney's Fee - Law Office of Bruce Bothwell Client Trust Account
(Special Needs Department)

Comment: The firm representing the student in the complaint agreed to accept the District's offer for settlement on this matter. This item is to pay the opposing counsel's attorney's fee for a due process filing and reimbursement to parent for payment of an outside assessment. The complaint was filed on behalf of a 2nd grade student who attends a District elementary school. The complaint alleged that CUSD failed to offer a program that would meet the students' unique and individual needs and failed to assess in all areas of suspected disabilities. Having reached a settlement and averting a due process hearing, the District saved additional legal fees. This agreement resolves any and all claims against the District.

Recommendation: Approval to pay the attorney's fee settlement to the Law Offices of Bruce Bothwell Client Trust Account.

Fiscal Impact: *General Fund, Special Education Budget, in the amount of \$5,500.*

10/11-2013

AB430 Administrators Training
(Employee Development)

Comment: The AB430, Administrators Training Program Institute. Los Angeles County Office of Education (LACOE) will provide training for administrators assigned to Immediate Intervention for Underperforming Schools High Priority Schools in various areas including, but not limited to, school financial and personal management, core academic standards, curriculum frameworks and instructional materials aligned to state academic standards, and extension of leadership knowledge, skills and abilities. LACOE is a state identified provider for AB430 training.

Recommendation: Approve payment for administrators who participate in the AB430 training program.

Fiscal Impact: *Title II Budget, not to exceed \$15,200.*

L. **BUSINESS/CONSENT ITEMS (Routine Matters) cont.**

Consent Items are considered routine and will be enacted, approved, adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance.

10/11-4026

**Award of Contract (Bid No. 10022) - Tecta Roofing
(Tibby Elementary School)**

Comment: Tecta Roofing will provide re-roofing repairs on Building "J" at Tibby Elementary School.

Recommendation: Approval to award contract to Tecta Roofing to provide re-roofing repairs on Building "J" at Tibby Elementary School.

Fiscal Impact: *Special Reserve Fund, in the amount of \$111,000.*

10/11-4031

Request for Use of Facilities

Comment: Associations and/or organizations periodically request the use of District facilities for various activities/functions/events.

Recommendation: Approval

Fiscal Impact: *N/A*

10/11-4033
(E)

**Resolution No. 10/11-17 Resolution of Intent to Enter into a Joint-Use
Agreement for Free Medical Clinic at Dominguez High School**

Comment: The District intends to solicit proposals to build a clinic to provide a full range of free medical services to the District's school community in exchange for a five-year lease of land on Dominguez High School campus.

Recommendation: Adoption of Resolution (two-thirds vote required) authorizing the Superintendent to request proposals and execute all necessary transactional documents necessary to fulfill the Board's intent.

Fiscal Impact: *Revenue, in the amount of \$1.00 per year.*

L. **BUSINESS/CONSENT ITEMS (Routine Matters) cont.**

Consent Items are considered routine and will be enacted, approved, adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance.

10/11-4034

Award of Contract (Bid No. 10022) - Best Contracting, Inc.
(Centennial High School's Administration Building and Bunche Middle School's Building "G")

Comment: Best Contracting, Inc. will provide re-roofing repairs on Centennial High School's Administration Building and Bunche Middle School's Building "G".

Recommendation: Approval to award contract to Best Contracting, Inc. for re-roofing repairs at the above-named sites.

Fiscal Impact: *Special Reserve Fund, in the amount of \$296,561 to be disbursed as follows:*

<i>Centennial High School's Administration Building</i>	<i>\$187,781</i>
<i>Bunche Middle School's Building "G"</i>	<i>\$108,780</i>

10/11-5030

Consultant Agreement - Diane Tennen
(Business and Administrative Services)

Comment: In considering the day-to-day operations of providing meals to over 24,000 students, the challenge of implementing a district-wide breakfast in the classroom program, plus full catering services (without a catering manager) and the need to maintain accurate reporting requirements, it is recommended that a consultant with the expertise of managing student nutrition services be hired to assist the Director of Student Nutrition Services where needed until all vacancies for the division are filled.

Recommendation: Approve consultant agreement with Diane Tennen to provide additional support to the Student Nutrition Services Department for fiscal year 2010/11 beginning December 15, 2010 on an "as-needed basis".

Fiscal Impact: *Cafeteria Fund, in the amount of \$600/day.*

L. BUSINESS/CONSENT ITEMS (Routine Matters) cont.

Consent Items are considered routine and will be enacted, approved, adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance.

10/11-5039 Award of Contract (Bid No. 100020) - Grainger, Clean Source, Southend and Unisource (Warehouse)

Comment: The District received eight (8) bid responses to provide janitorial/hardware supplies for central warehouse stock (Group 17). Vendors Grainger, Clean Source, Southend and Unisource were the lowest bidders.

Recommendation: Approval to award a 3-year contract to the above-named vendors for the purchase of janitorial/hardware supplies for the period of December 14, 2010 through June 30, 2013 with a maximum of 5% increase per contract term negotiated subject to existing market conditions.

Fiscal Impact: *General Fund Budget, in an amount not to exceed \$32,478 to be disbursed as follows:*

<i>Grainger</i>	<i>\$17,944</i>
<i>Clean Source</i>	<i>\$ 750</i>
<i>Southend</i>	<i>\$10,880</i>
<i>Unisource</i>	<i>\$ 2,904</i>

10/11-5040 Award of Contract (Bid No. 100021) - Unisource Supply, Waxie, Cleansource, J.W.L., Jewel, Gale Supply, Southend and Maintex (Warehouse)

Comment: The District received eight (8) bid responses to provide janitorial supplies for central warehouse stock (Group 18). Vendors Unisource Supply, Waxie, Cleansource, J.W.L., Jewel, Gale Supply, Southend and Maintex were the lowest bidders.

Recommendation: Approval to award a 3-year contract to the above-named vendors for the purchase of janitorial supplies for the period of December 14, 2010 through June 30, 2013 with a maximum of 5% increase per contract term negotiated subject to existing market conditions.

Fiscal Impact: *General Fund Budget, in an amount not to exceed \$90,167 to be disbursed as follows:*

<i>Unisource Supply</i>	<i>\$12,759</i>
<i>Waxie</i>	<i>\$12,195</i>
<i>Cleansource</i>	<i>\$ 2,402</i>
<i>J.W.L.</i>	<i>\$ 1,469</i>
<i>Jewel</i>	<i>\$ 226</i>
<i>Gale Supply</i>	<i>\$39,689</i>
<i>Southend</i>	<i>\$11,159</i>
<i>Maintex</i>	<i>\$10,271</i>

L. BUSINESS/CONSENT ITEMS (Routine Matters) cont.

Consent Items are considered routine and will be enacted, approved, adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance.

10/11-5041

**Amendment No. 1 to Item No. 09/10-5010 (10/27/09) Utilization of State of California Multiple Award Schedule (CMAS) #4-08-03-0294A
(Purchasing Department)**

Comment: On October 27, 2009 the Board approved an award of a contract with Viatron for the procurement of Records Management Services for the Business Services Division in the amount of \$149,143. Upon further review, there is a need to include Human Resources Department as well as cover additional digitizing of files for the Business Services Division to comply with the records retention state mandate.

Recommendation: Approval of amendment to increase the funding level for additional electronic document management services for the Human Resources Department and the Business and the Business Services Division.

Fiscal Impact: *General Fund Budget, in the additional amount of \$124,521 to be paid as follows:*

<i>Human Resources Budget</i>	<i>\$84,489</i>
<i>Business Services Budget</i>	<i>\$40,032</i>

10/11-5042

**Utilization of Multi-Year Piggy Back Bids - Office Depot, Garland/DBS, LLC & Troxell Communications, Inc.
(Purchasing Department)**

Comment: Under provisions of California Public Contract Code 20118 (K-12) and 20652 (Community College Districts) school districts may utilize another agency's bid and the bid may be extended for up to four (4) years (total of five years for equipment) and up to 2 (two) years (total of three years for supplies) from the original date by mutual consent of the Administering Districts.

Recommendation: Approval to utilize the multi-year piggy-back bids awarded to Office Depot, Garland/DBS, LLC and Troxell Communications, Inc. for the purchase of audio visual equipment, office/school supplies, related products and office services. The bids were awarded by Norwalk/La Mirada School District and the Cooperative Purchasing Network (TCPN). The recommendation awards are based on the lowest bid per item meeting the administering District's specifications.

Fiscal Impact: *No additional budgetary appropriations required. (Expenditures are made from the requestor's budget).*

L. **BUSINESS/CONSENT ITEMS (Routine Matters) cont.**

Consent Items are considered routine and will be enacted, approved, adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance.

10/11-5043

Removal of Obsolete Warehouse Stock Items
(Business and Administrative Services)

Comment: The Board of Trustees has the authority, under Sections 17545017555 of the Education Code, to sell auction, donate or otherwise dispose of District equipment or materials that are unusable, obsolete or no longer needed for District use. The items listed on the attached sheet have been included in the Warehouse inventory for more than 5 consecutive years without being replenished or ordered. Most of the items either are not used by sites within the District or have been replaced with more modern or compatible items.

Recommendation: Approval to remove obsolete items from the Warehouse Stock Inventory.

Fiscal Impact: *No appropriations required.*

10/11-5044
(E)

2010/2011 First Interim Financial Report
(Business and Administrative Services)

Comment: The First Interim Financial Report certifies that the District is able to meet its financial obligations for the current fiscal year and two (2) subsequent fiscal years.

Recommendation: Approval

Fiscal Impact: *None*

L. BUSINESS/CONSENT ITEMS (Routine Matters) cont.

Consent Items are considered routine and will be enacted, approved, adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance.

**10/11-5045
(E)**

**Certification of Signatures
(Business and Administrative Services)**

Comment: Certification of Signatures is required to comply with the provisions of Education Code Section 42632, 42633 & 44843. This allows the listed personnel to sign Warrants, Orders for Salary Payment, Notices of Employment and Contracts.

Recommendation: Approval

Fiscal Impact: *No financial impact.*

10/11-5046

**Termination of Contractual Agreement - Nigro, Nigro & White, PC (RFP #055)
(Business and Administrative Services)**

Comment: On March 23, 2010 the Board approved a contract with Nigro, Nigro & White for Annual Financial and Compliance services per Education Code Section 41020(b)(3). The owners of Nigro, Nigro & White have decided to move their practices into new and separate firms. Therefore, our existing contract with NNW has been assigned to the respective firm of the partner, Christy White, who is currently servicing our account. The firm is now doing business as Christy White Accountancy Corporation. This action serves as an official record of the termination of the contract with Nigro, Nigro & White who are now doing business as separate firms.

Recommendation: Approval to terminate the existing contract with Nigro, Nigro & White and pay the amount due to the firm for their portion of the total 2009/2010 original contract (\$60,064).

Fiscal Impact: *General Fund Budget, in the amount of \$24,025. (This amount reflects the pay out to terminate the contract and does not reflect an additional appropriation than originally Board approved).*

L. BUSINESS/CONSENT ITEMS (Routine Matters) cont.

Consent Items are considered routine and will be enacted, approved, adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance.

10/11-5047

Award of Contract - Christy White Accountancy (RFP #055)

Comment: Under Nigro, Nigro & White, Christy White has conducted several internal audits for the District in the past. This year is the first time she has conducted the District's external audit (currently in its final stage). It is in the District's best interest, for the purpose of continuity, that Christy White Accountancy Corporation (CWAC) is awarded the remaining term of the 3-year contract under RFP #055).

Recommendation: Approval to award the remainder of the 3-year contract to Christy White Accountancy Corporation for annual financial & compliance audit services. The term of the contract is three years with the option to renew for additional years upon mutual consent of the District and the vendor (March 24, 2010 through June 30, 2012).

Fiscal Impact: *General Fund Budget, in the amount of \$159,794 to be paid as follows.*

<i>Audit of 2009/2010</i>	<i>\$36,039</i>
<i>Audit of 2010/2011</i>	<i>\$61,265</i>
<i>Audit of 2011/2012</i>	<i>\$62,490</i>

(The amount for the first fiscal year of the contract reflects CWAC's portion of the existing contract. It does not reflect an additional appropriation than originally Board approved).

10/11-5048

**Commercial Warrant Summary
(Business and Administrative Services)**

Comment: To provide the Board with information on payments made on behalf of the District for its obligations.

Recommendation: Ratify and approve Commercial Warrants for the month of November 1-30, 2010 for payments made for purchases of supplies, services, contracts and others.

Fiscal Impact: **NONE.** *The expenses reflected in the registers were not in excess of appropriations budgeted for a total amount of \$6,404,319.*

L. BUSINESS/CONSENT ITEMS (Routine Matters) cont.

Consent Items are considered routine and will be enacted, approved, adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance.

10/11-5049

**Grant Awards and Donations
(Business and Administrative Services)**

Comment: This item provides the Board with a summary listing of the purpose of various grant awards and donations to the District. Acceptance of these grant awards and donations guarantees funds will be utilized for the specific purpose as noted by the donor(s).

Recommendation: Approval.

Fiscal Impact: *Income to the District in various funds.*

10/11-5050

**Ratification - Purchase Order Summary
(Business and Administrative Services)**

Comment: The Purchase Order Summary provides the Board with information on commitments made on behalf of the District for its operational needs.

Recommendation: Approve and ratify purchase orders for the period of November 1-30, 2010 for commitments made for the purchase of supplies, services, contracts and others.

Fiscal Impact: **NONE.** *Appropriated in various funds \$3,186,791.*

M. COMMENTS OF THE BOARD OF TRUSTEES AND SUPERINTENDENT

N. THE NEXT REGULAR SCHEDULED BOARD OF TRUSTEES MEETING

Education Service Center Board Room - January 25, 2011

10/11-9011

ADJOURNMENT

At 10:00 p.m., any items remaining on the agenda that require immediate attention will be moved to this meeting time. All other items will be tabled to another or the following Board meeting, in order to make fair and attentive decisions. The meeting will adjourn at 10:30 p.m. The meeting may be extended by a majority vote of the Board of Trustees.

Approved:

Karen E. Frison
Acting Superintendent