

**Inglewood Unified School District**

**AGENDA**

**Regular Board Meeting**

**February 07, 2018, 5:30 PM**

Dr. Ernest Shaw Board Room

401 S. Inglewood Avenue

Inglewood, CA 90301

**1. INITIAL CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**3.a. Board Members:** Dr. Carliss McGhee, President (Seat #2); Margaret Turner-Evans, Vice President (Seat #4); Dr. Dionne Young Faulk, Member (Seat #1); Melody Ngaue-Tu'uholoaki, Member (Seat #3); Dr. D'Artagnan Scorza, Member (Seat #5)

**3.b. Cabinet Members:** Dr. Thelma Melendez de Santa Ana, State Administrator; Nora Roque, Executive Director of Human Resources; Dr. Carmen Beck, Chief Academic Officer; and Eugenio D. Villa, Chief Business Official

**4. APPROVAL OF AGENDA**

**5. PUBLIC COMMENTS ON AGENDIZED AND NON-AGENDIZED ITEMS:** This portion of the Agenda provides an opportunity for members of the public to directly address the State Administrator and Board of Education on agenda and non-agenda items; however, the Brown Act precludes any action being taken on any items not appearing on the posted agenda for action. A public comment card must be completed and submitted to the School Police Officer who will be stationed at the entrance of the meeting room prior to the beginning of the Public Comment period. Members of the public who wish to speak about an item on the posted agenda must indicate the item number on the Public Comment Card. Three [3] minutes will be allotted to each speaker; and a maximum of thirty [30] minutes will be allotted during this section. If the public comment cards exceed [10] cards, the State Administrator may reduce the time.

5.a. Public Comment on Agenda Items

5.b. Public Comment on Non-Agenda Items

**6. RECESS TO CLOSED SESSION**

**7. CLOSED SESSION AGENDA:** During the closed session agenda, the State Administrator may consider personnel matters, negotiations, collective bargaining, matters related to students, security matters, conference with real property negotiator, pending litigation, and/or JPA/self-insurance liability claims.

**7.a. Conference with Legal Counsel-Pending Litigation (Pursuant to Government Code Section 54956.9([a) and (d)(1):**

7.a.1. OAH Case No. 2018010399

7.a.2. OAH Case No. 2017120055

**7.b. Conference with Legal Counsel-Anticipated Litigation (Pursuant to Government Code Section 54956.9 ([a) and (d)(2):**

7.b.1. Settlement No. CS 008/2017-2018

**8. RECONVENE FOR PUBLIC SESSION**

**9. REPORTING OUT CLOSED SESSION ACTIONS**

**10. STUDENT REPORTS**

10.a. Inglewood High School

10.b. Morningside High School

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**11. REPORTS/PRESENTATIONS**

- 11.a. California Accountability Model & School Dashboard
- 11.b. District Advisory Committee Final Report and Recommendation
- 11.c. Report by National Demographics Corporation: Content of Draft Maps and Proposed Sequence of Elections
- 11.d. Receipt of Grace Hopper Stem Academy Renewal Petition

**12. PUBLIC HEARING(S)**

- 12.a. Grace Hopper Stem Academy Renewal Petition
- 12.b. Public Hearing Regarding Content of Draft Maps and Proposed Sequence of Elections

**13. CONSENT CALENDAR/ACTION ITEMS**

**13.a. HUMAN RESOURCES DIVISION (CONSENT CALENDAR/ACTION ITEMS)**

- 13.a.1. Approve the Inglewood Unified School District 2019-2020 Academic Calendar
- 13.a.2. Approve the Agreement with Aon Risk Consultants, Inc. to Provide Actuarial Consulting Services
- 13.a.3. Ratification of Agreement with National University to Provide Internship Credential Program Agreement for Students in the Teacher Education Internship Credential, Special Education Internship Credential, Preliminary Administrative Services Internship Credential, Pupil Personnel Services Internship Credential for School of Counseling and School of Psychology
- 13.a.4. Ratification of the Memorandum of Understanding (MOU) with Pacific Oaks College to Provide Intern Experiences for Students in the Multiple and Single Subject and Education Specialist Intern Credential Programs
- 13.a.5. Adopt Resolution No. 21/2017-2018, Establishment of Supplementary Early Retirement Plan for Classified (Non-Management) Employees
- 13.a.6. Certificated Personnel Roster
- 13.a.7. Classified Personnel Roster

**13.b. BUSINESS SERVICES DIVISION (CONSENT CALENDAR/ACTION ITEMS)**

- 13.b.1. Approval/ratification of Purchase Orders in the amount of \$476,628.43 issued December 1, 2017, through December 29, 2017
- 13.b.2. Approval/Ratification of Travel Expenditures/Conference Requests Pursuant to Board Policy 3350
- 13.b.3. Approval of Vendor and Payroll Warrant Resolution No. 20/2017-2018, in the Amount of \$10,062,296.02 for the Month of December 2017
- 13.b.4. Approval/Acceptance of Donation/Gifts Listed Pursuant to Board Policy 3280
- 13.b.5. Authorization to Sell or Dispose of Property

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13.b.6. Adopt the Inglewood Unified School District Comprehensive Educational Specifications for K-8, Elementary, Middle, and High Schools

13.b.7. Approval of Agreement with Demsey Filliger & Associates to Provide Actuarial Consulting Services Related to the District's Benefit Programs for Retirees and their Beneficiaries

13.b.8. Approval of Agreement No. C17/18-034 with California Marquee to Provide Installation and Communications Setup for a new LED Full Color Marquee Display at Frank D. Parent Elementary School

13.b.9. Approval to Purchase one New Vehicle for the Maintenance & Operations Department from Jim VanderWeerd Reynolds Buick GMC Isuzu

13.b.10. Approval of Agreement with Food Safety Systems to Conduct a Food Safety and Sanitation Feasibility Study (Phase I) for a period not to exceed 12 weeks from February 8, 2018 through May 3, 2018, for three IUSD School sites for the F/Y 2017-2018

13.b.11. Authorization to Participate in the South Bay Co-op, Piggyback Bid No. SBPC-61-16/17 to Purchase Paper Products from P&R Paper Supply Company, Inc., for the Food Services Program for F/Y 2017-2018

13.b.12. Approve Equipment Lease Agreement with Oliver Packaging and Equipment Company to Lease One Heat Seal Machine and Purchase Eco-Serve Trays for the Food Services Department, Effective February 8, 2018, to June 30, 2018

13.b.13. Approval Resolution No. 17/2017-2018, Certifying the Number of Unhoused Pupils in the Inglewood Unified School District for Purposes of Today's Fresh Start Application for Funds Under the Charter Schools Facilities Program

13.b.14. Approval Resolution No. 18/2017-2018, Certifying the Number of Unhoused Pupils in the Inglewood Unified School District for Purposes of ICEF Inglewood Elementary Charter Academy's Application for Funds Under the Charter Schools Facilities Program

13.b.15. Approval Resolution No. 19/2017-2018, Approval of Resolution Certifying the Number of Unhoused Pupils in the Inglewood Unified School District for Purposes of ICEF Inglewood Elementary Charter Academy's Application for Funds Under the Charter Schools Facilities Program

13.b.16. Approval of the 2016-2017 Annual Developer Fee Expenditure Report

13.b.17. Receive the Recommendations Provided by the District's Advisory Committee for Properties to be Declared Surplus and Sold, Leased and/or Utilized as Indicated in the Attached District Advisory Committee Final Report and Recommendation

13.b.18. Ratification of the Fiscal Crisis & Management Assistance Team (FCMAT) Study Agreement with Kern County Superintendent of Schools - Administrative Agent to Complete a Comprehensive Assessments and Develop Improvement Plans - Year 5

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13.b.19. Approval of the Fiscal Crisis & Management Assistance Team (FCMAT) Study Agreement with Kern County Superintendent of Schools - Administrative Agent to Complete a Comprehensive Assessments and Develop Improvement Plans - Year 6

13.b.20. Approval of Consulting Services Agreement with Isom Advisors, A Division of Urban Futures Inc., to Review Ongoing District's Annual Debt Transparent Report and Marks Roos Filing Requirements

13.b.21. Approval of Agreement with Cooperative Strategies, LLC to prepare a School Facilities Needs Analysis and Residential and Commercial/ Industrial Development School Fee Justification Studies

**13.c. MEASURE GG AND FACILITIES (CONSENT CALENDAR/ACTION ITEMS)**

13.c.1. Approval/Ratification of Fund 21.1 Purchase Orders in the Amount of \$25,164.15 issued December 1, 2017, through December 29, 2017

13.c.2. Approval to Rescind Contract No. C-17/18-033 with Guida Surveying Inc., to Provide Professional Topographic and Underground Utility Survey Services for the New Classroom Buildings Project at Crozier Middle School

13.c.3. Approval to Rescind Contract No. 17/18-026 with McDonald, Soutar & Paz, Inc. (MSP) to Provide Architectural Design Services to Classrooms at Crozier Middle School

13.c.4. Approval to Rescind Contract No. C-17/18-032 with Ninyo and Moore to Provide Geotechnical and Geologic Seismic Hazard Evaluation Services for the New Classroom Buildings Project at Crozier Middle School

13.c.5. Approval of Change Order No.1 to Contract No. C16/17-042 with M3 Services, Inc. of Lawndale, California for the Restroom Replacement In-Kind Project

13.c.6. Approval Agreement No. C17/18-047 with Simons Vasquez Associates (SVA) Architects to Provide Architect on Record Services for DSA Closeout Project A#03-55436 at Warren Lane Elementary School, Worthington Elementary School, and Morningside High School

**13.d. EDUCATIONAL SERVICES (CONSENT CALENDAR/ACTION ITEMS)**

13.d.1. Consideration of Whether to Approve or Deny the Grace Hopper Stem Academy Renewal Petition for a Five Year Term - July 1, 2018 to June 30, 2023

13.d.2. Approval to the Revised Contract No. C-16846:17:18 with the Los Angeles County Office of Education for Designated Instruction Services (DIS) Special Education for Fiscal Year 2017-2018

13.d.3. Ratification of Agreement for Consultant Services with Susan Wetzel to Provide Speech and Language Services, for Fiscal Year 2017-2018

13.d.4. Ratification of Memorandum of Understanding with The Ulmer Institute (TUI) to Provide Individually Tailored, Culturally Sensitive, Trauma Informed Training, Treatment and Therapy Through Collaboration and Facilitation of Outpatient Counseling Services, effective January 17, 2018 until June 30, 2018

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13.d.5. Approval of Amendment No.1 to the Agreement with Extended Learning, Inc. DBA Educational Resource Consultants (ERC) to Prepare and Submit a Grant Proposal for the California Department of Education's 21st Century Community Learning Centers Program for Elementary and/or Middle Schools and a Separate Proposal for the Equitable Access Component

13.d.6. Approval of Consultant Agreement with Communications Solutions to Conduct Assistive Technology / Augmentative and Alternative Communication (AT/AAC) Assessments, Personalize Communication Systems, Train to Incorporate Assistive Technology/Augmentative and Alternative Communication (AT/AAC) Systems and Attend the Student Individualized Education Program (IEP) Meetings for Fiscal Year 2017-2018

13.d.7. Approval of Agreement for Consultant Services with Educational Based Services (EBS) Healthcare, Inc., for Fiscal Year 2017-2018

13.d.8. Approval of Consultant Agreement with Easter Seals Southern California, Inc. to Conduct Evaluations and Therapy to Students per Individualized Education Program (IEP) for Fiscal Year 2017-2018

13.d.9. Approval of Consultant Agreement with McDuffy's Kajukenbo to Provide Instruction in the Areas of Dance, Self-Defense and Basic Martial Arts to Students in the After School Educational and Safety (ASES) Program, Effective February 8, 2018 through May 30, 2018

13.d.10. Approval of Memorandum of Understanding Between Vision To Learn and Inglewood Unified School District for the Purpose of Operating A Free of Charge, Mobile Vision Clinic on a District Campus, Effective February 8, 2018 until June 30, 2018

13.d.11. Ratification of Memorandum of Understanding Between WestEd and Inglewood Unified School District to Administer the California School Climate Health & Learning Survey (CalSCHLS) Data System, Effective September 1, 2017 until August 31, 2018.

13.d.12. Ratification to Renew the Memorandums Of Participation (MOP) with Success Learning Center – Center Based Special Education Program for Fiscal Year 2017-2018

13.d.13. Approval of the Amendment to the Contract with Administrative Software Applications, Inc., (ASAP) for Software Licenses and Maintenance Transition and Implementation Cost (one-time fee) for the Inglewood Community Adult School for F/Y 2017-2018

13.d.14. Approval of the Consultant Agreement Between P.S. Arts, La Tijera and Warren Lane Elementary School for the 2017-2018 School Year

**13.e. STATE ADMINISTRATOR (CONSENT CALENDAR/ACTIONS ITEMS)**

13.e.1. Approval for Board Member Dr. Dionne Young Faulk to Attend the California School Board Association 2018 Master In Governance (MIG) Courses

**14. APPROVAL OF MINUTES**

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14.a. Minutes of the State Administrator's Regular Board of Education Meeting held on January 10, 2018

**15. BOARD MEMBER REMARKS** - Board members may report on visits to schools, conferences and meetings attended and items of interest to the public.

**16. STATE ADMINISTRATOR REMARKS**

**17. NEXT MEETING - March 7, 2018**

**18. ADJOURNMENT**

**Disability Information**

All meetings of the State Administrator and Governing Board are open to the general public with the exception of Closed Sessions, which are held to consider those items specifically exempt under the Ralph M. Brown Act. Anyone planning to attend a meeting who has a disability and needs special assistance should call the State Administrator's Office, 310.419.2728, at least three (3) days in advance to make special arrangements.

**Spanish Interpretation / interpretación al español**

Spanish interpretation is available at Regular Session Board Meetings. [Se ofrecen servicios de interpretación al español durante las juntas regulares de la Mesa Directiva del Distrito.

**Mission Statement**

The mission of the Inglewood Unified School District is to ensure that all our students are taught rigorous standards based curriculum supported by highly qualified staff in an exemplary educational system characterized by high student achievement, social development, safe schools, and effective partnerships with all segments of the community.

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5.a. Public Comment on Agenda Items

5.b. Public Comment on Non-Agenda Items

**6. RECESS TO CLOSED SESSION**

**7. CLOSED SESSION AGENDA:** During the closed session agenda, the State Administrator may consider personnel matters, negotiations, collective bargaining, matters related to students, security matters, conference with real property negotiator, pending litigation, and/or JPA/self-insurance liability claims.

**7.a. Conference with Legal Counsel-Pending Litigation (Pursuant to Government Code Section 54956.9(a) and (d)(1):**

7.a.1. OAH Case No. 2018010399

7.a.2. OAH Case No. 2017120055

**7.b. Conference with Legal Counsel-Anticipated Litigation (Pursuant to Government Code Section 54956.9 (a) and (d)(2):**

7.b.1. Settlement No. CS 008/2017-2018

**8. RECONVENE FOR PUBLIC SESSION**

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**11. REPORTS/PRESENTATIONS**

11.a. California Accountability Model & School Dashboard

11.b. District Advisory Committee Final Report and Recommendation

11.c. Report by National Demographics Corporation: Content of Draft Maps and Proposed Sequence of Elections

**11.d. Receipt of Grace Hopper Stem Academy Renewal Petition**

**Recommended Motion:**

Administration recommends that the State Administrator acknowledge receipt of the Grace Hopper STEM Academy renewal petition.

**Rationale:**

All charter school petitions must be acknowledged as received by the State Administrator. Pursuant to Education Code section 47605(b), the State Administrator and Governing Board will receive the renewal petition. Receipt of the renewal petition initiates the timelines for consideration of the charter renewal petition.

This item supports FCMAT (July 2017 Review) in the following:

Facilities Management 10.1, Charter Schools

**Financial Impact:**

None

**Attachments:**

Grace Hopper Stem Academy Petition

**12. PUBLIC HEARING(S)**

**12.a. Public Hearing Regarding Content of Draft Maps and Proposed Sequence of Elections**

**12.a. Grace Hopper Stem Academy Renewal Petition**

**Recommended Motion:**

Pursuant to Education Code section 47605(b), the State Administrator and Governing Board shall hold a public hearing on the provisions of the charter, at which time the State Administrator and Governing Board shall consider the level of support for the petition by teachers employed by the school district, other employees of the school district, and parents. Grace Hopper Stem Academy will be provided 10 minutes to present on the provisions of its charter renewal petition.

**12.b. Public Hearing Regarding Content of Draft Maps and Proposed Sequence of Elections**

**13. CONSENT CALENDAR/ACTION ITEMS**

**13.a. HUMAN RESOURCES DIVISION (CONSENT CALENDAR/ACTION ITEMS)**

**13.a.1. Approve the Inglewood Unified School District 2019-2020 Academic Calendar**

**Recommended Motion:**



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Administration recommends that the State Administrator approve the Inglewood Unified School District 2019-2020 Academic Calendar

**Rationale:**

All Academic Calendars must be approved by the State Administrator. Each year, the School Calendar Committee, which consists of District and Site Administrative staff, representatives from the Inglewood Teachers' Association (ITA) and California Professional Employees (CalPro), work to develop a school calendar. The School Calendar Committee has developed a District-wide traditional calendar for the 2019-2020 school year.

**IMPLICATION:** By approving the Inglewood Unified School District 2019-2020 District-wide Traditional School Calendar, staff, students, and parents will be able to begin planning effective instructional programs, vacations and childcare assignments.

**Financial Impact:**

The cost of approximately \$1,000 for printing the school calendar will be paid with General Funds. The calendar is also made available on the District's website once approved.

**Attachments:**

2019-2020 Calendar

**13.a.2. Approve the Agreement with Aon Risk Consultants, Inc. to Provide Actuarial Consulting Services**

**Recommended Motion:**

Administration recommends that the State Administrator approve the agreement with Aon Risk Consultants, Inc. to provide actuarial consulting services.

**Rationale:**

All Agreements must be approved by the State Administrator. Management is recommending approval of an actuarial study of the worker's compensation program, which should be completed every two years. The last actuarial study was completed in 2017. While these studies are completed every two years, we are recommending a study be conducted in 2018. HR has been improving practices and procedures related to Workers Compensation. Conducting another study could result in additional reductions to W/C rate. The consultant will provide a report that addresses the following:

- Estimated Liability
- Future Loss Costs
- Discounting
- Funding Levels

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The scope of work includes:

Estimate Outstanding Losses. We will estimate outstanding losses (including allocated loss adjustment expenses [ALAE]) for each fiscal year as of June 30, 2018.

Estimate Outstanding Unallocated Loss Adjustment Expenses (ULAE). We will estimate outstanding unallocated loss adjustment expenses (ULAE) for each fiscal year as of June 30, 2018.

Project Balance Sheet Liability. Estimate the balance sheet liability as of June 30, 2018.

Project Future Losses. We will project future losses (and ALAE) for the 2018/19 and 2019/20.

Affirm GASB Statement No. 10 Compliance. Provide a statement affirming that the conclusions in the actuarial study are consistent with Governmental Accounting Standards Board (GASB) Statement No. 10.

Project Cash Flow. We will project cash flow during 2018/19 and 2019/20.

By approving this request, the District will be able to obtain a written report for future loss costs incurred during the year beginning July 1, 2018.

This item supports FCMAT (July 2017 Review) Financial Management Standard 22.2.

**Financial Impact:**

The cost of \$3,950 will be paid with General Funds.

**Attachments:**

IUSD Proposal

**13.a.3. Ratification of Agreement with National University to Provide Internship Credential Program Agreement for Students in the Teacher Education Internship Credential, Special Education Internship Credential, Preliminary Administrative Services Internship Credential, Pupil Personnel Services Internship Credential for School of Counseling and School of Psychology**

**Recommended Motion:**

Administration recommends that the State Administrator ratify the Agreement with National University to provide internship credential programs, for Students in the Teacher Education Internship Credential, Special Education Internship Credential, Preliminary Administrative Services Internship Credential, Pupil Personnel Services Internship Credential for School of Counseling and School of Psychology, effective December 20, 2017.

**Rationale:**

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The State Administrator must approve all contracts and agreements. National University wishes to have Inglewood Unified School District in partnership to meet the growing need for qualified teachers. Both the districts and the institution must certify that interns do not displace certificated employees in participating districts. IMPLICATION: By ratifying this item, the District will be able to provide intern experiences for graduate institute students, including current or future IUSD employees enrolled at National University.

**Financial Impact:**

None.

**Attachments:**

National University Internship Credential Agreement

**13.a.4. Ratification of the Memorandum of Understanding (MOU) with Pacific Oaks College to Provide Intern Experiences for Students in the Multiple and Single Subject and Education Specialist Intern Credential Programs**

**Recommended Motion:**

Administration recommends that the State Administrator ratify the Memorandum of Understanding (MOU) with Pacific Oaks College to provide intern experiences for students serving multiple subject and mild/moderate special education intern credential programs for a period of five years, effective January 2, 2018 through June 30, 2023.

**Rationale:**

The State Administrator must approve all MOU's. Pacific Oaks College wishes to have Inglewood Unified School District in partnership to meet the growing need for qualified teachers. Both the districts and the institution must certify that interns do not displace certificated employees in participating districts.

IMPLICATION: By ratifying this item, the District will be able to provide intern experiences for graduate institute students, including current or future IUSD employees enrolled at Pacific Oaks College.

**Financial Impact:**

None.

**Attachments:**

MOU with Pacific Oaks College

**13.a.5. Adopt Resolution No. 21/2017-2018, Establishment of Supplementary Early Retirement Plan for Classified (Non-Management) Employees**

**Recommended Motion:**

Administration recommends that the State Administrator adopt Resolution No 21/2017-2018, Establishment of Supplementary Early Retirement Plan for Classified (Non-Management) Employees.

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**Rationale:**

California Government Code Section 53224 authorizes school districts to offer early retirement incentive plans to achieve specific goals including avoiding layoffs, reducing CalPERS & CalSTRS liabilities, managing declining enrollment, and recognition of long-term employees. The goal of the Supplemental Employee Retirement Plan is to offer a solution that potentially reduces Inglewood Unified School District salary expenditures, or is at least cost neutral. These potential savings are achieved by replacing retiring employees with employees at the lower end of the salary schedule. Providing this incentive, Inglewood Unified School District may increase employee retirements which helps reduce the need for layoffs and other staff cutting actions.

Given the current staffing and economic considerations, the current proposal is to offer a voluntary incentive with a window period that opens February 2018 and closes in April 2018. This offer would be contingent upon a minimum of 18 employees retiring to protect the District and make the implementation financially feasible. Assuming the minimum participation is met, the plan would go into effect July 1, 2018 with participants retiring on, or before, June 30, 2018, and the first incentive check will be issued starting August 2018.

The eligibility would include only Classified (non-management) employees ages 55 and up and with a minimum of 20 years of service with the District, as of June 30, 2018, who agree to retire/resign by the end of the window of period and retire/resign from the District by June 30, 2018.

The incentive will be provided through a tax qualified 403(b) program that provides payments through an annuity. The payments may be taken by an individual through a variety of structured options. The District contributions for these annuities will be made over 5 years or less.

**Financial Impact:**

It is estimated that this item will result in a total savings of \$25,541 over a three year period.

**Attachments:**

SERP Board Resolution 2017 Classified

**13.a.6. Certificated Personnel Roster**

**Attachments:**

Certificated Roster 2.7.2018

**13.a.7. Classified Personnel Roster**

**Attachments:**

Classified Roster 2.7.2018

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**13.b. BUSINESS SERVICES DIVISION (CONSENT CALENDAR/ACTION ITEMS)**

**13.b.1. Approval/ratification of Purchase Orders in the amount of \$476,628.43 issued December 1, 2017, through December 29, 2017**

**Recommended Motion:**

Administration recommends that the State Administrator approve/ratify purchase orders in the amount of \$476,628.43 issued December 1, 2017, through December 29, 2017.

**Rationale:**

All purchase orders must be ratified/approved by the State Administrator. The following purchase orders are being brought forward for consideration:

Below is a summary of purchase order issued from December 1, 2017, through December 29, 2017:

|                                      |           |                   |                |
|--------------------------------------|-----------|-------------------|----------------|
| Fund 01.0 General Fund               | P300073   | through PTR_30117 | = \$433,966.39 |
| Fund 01.2 La Tijera K-8 Charter Fund | P300374   | through P300383   | = \$ 2,460.92  |
| Fund 01.9 City Honors Sub Fund       | P300385   |                   | = \$ 429.95    |
| Fund 11.0 Adult Education Fund       | P300363   | through P300424   | = \$ 29,771.17 |
| Fund 13.0 Cafeteria Fund             | PFS_30032 |                   | = \$ 1,509.30  |
| Fund 67.1 Self Insurance Fund        | POB_30045 |                   | = \$ 10,000.00 |

**Financial Impact:**

\$476,628.43

**Attachments:**

PO Report December1-29, 2018 2.7.2018

**13.b.2. Approval/Ratification of Travel Expenditures/Conference Requests Pursuant to Board Policy 3350**

**Recommended Motion:**

Administration recommends that the State Administrator approve/ratify the educational conferences, meetings, and/or workshops with expenses paid according to the Education Code.

**Rationale:**

Approval of this request will provide staff development for conference attendee and foster improvement in teaching and administration.

This item supports FCMAT (July 2017 Review) in the following:

- Personnel Management - 5.8, Operational Procedures
- Pupil Achievement 3.13 Instructional Strategies - The district should provide instructional training to teachers so they can improve and vary their use of instructional strategies to increase student engagement and their ability to apply

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knowledge and skills to academic tasks as required by the Common Core State Standards and assessments.

**Financial Impact:**

The estimated cost of \$7,957 will be paid with General, Improving America's School Act (IASA) Title I, and Education Effectiveness Grant Funds.

**Attachments:**

Convention & Travel 2.7.2018

**13.b.3. Approval of Vendor and Payroll Warrant Resolution No. 20/2017-2018, in the Amount of \$10,062,296.02 for the Month of December 2017**

**Recommended Motion:**

Administration recommends that the State Administrator approve Vendor and Payroll Warrant Resolution No. 19/2017-2018, in the Amount of \$10,062,296.02 for the month of December 2017.

**Rationale:**

All warrant and payroll resolutions must be approved by the State Administrator. The warrants, checks, and payrolls presented this date are for payment of bills with appropriations allowed and which proper orders have been issued by the State Administrator.

**Financial Impact:**

Vendor and payroll warrants expended in the month of December 2017 are \$10,062,296.02.

**Attachments:**

Resolution No. 20/2017-2018 Vendor and Payroll Warrants for December 2017

**13.b.4. Approval/Acceptance of Donation/Gifts Listed Pursuant to Board Policy 3280**

**Recommended Motion:**

Administration recommends that the State Administrator accept the attached donations on behalf of the students and educational programs of the District. The State Administrator may accept any bequest or gift of money or property on behalf of the District. All gifts, grants, and bequests shall become District property. A letter of appreciation will be sent to the donors upon acceptance by the State Administrator on behalf of the Board of Education and Administration.

**Rationale:**

Acceptance of the donations will acquire and maximize internal and external sources.

**Financial Impact:**

None

**Attachments:**

Donations 2.7.2018

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**13.b.5. Authorization to Sell or Dispose of Property**

**Recommended Motion:**

Administration recommends that the State Administrator authorize the sale or disposal of property as noted on the attached list.

**Rationale:**

Under sections 17545 and 17546 of the Education Code, the governing board of any school district, by unanimous vote of the members present, has the authority to sell, auction, donate, or otherwise dispose of District owned furniture, equipment, or materials no longer usable, no longer needed, or obsolete. If the governing board unanimously determines that the property is worth no more than \$2,500 or that the property is of insufficient value to defray the cost or arranging a sale, the property may be sold, donated, or disposed of without advertising.

IMPLICATION: By approving this request sites in the District will be able to dispose of broken or obsolete equipment and materials as listed on the following pages. E-waste (equipment such as CPU's, monitors, printers) will be picked-up for proper disposal and recycling due to the presence of hazardous materials (SB20).

**Financial Impact:**

None

**Attachments:**

Inglewood H.S. Salvage List 2.7.18

**13.b.6. Adopt the Inglewood Unified School District Comprehensive Educational Specifications for K-8, Elementary, Middle, and High Schools**

**Recommended Motion:**

Administration recommends that the State Administrator adopt the Inglewood Unified School District Comprehensive Educational Specifications for K-8, Elementary, Middle, and High Schools.

**Rationale:**

All plans must be approved by the State Administrator. The abstract of the educational specifications was presented in a report to the State Administrator on December 6, 2017, and provides the architect information on the educational program needs that drive the facility design of a school. Approval of this request, will provide alignment with Title 5 of the California Board of Education. Below are the links for the HED presentation and the Educational Specifications that can be included in the BAI and be accessible online.

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**Description**

HED Presentation to BOT on 12/6/17

Educational Specifications K-8

Educational Specifications Elementary Schools

Educational Specifications Middle Schools

Educational Specifications- High Schools

The Educational Specifications listed above were put together by Harley Ellis Devereaux in alignment with Title 5 of the California Board of Education.

This item supports FCMAT (July 2017 Review) in the following:

Facilities Management - 3.1, Facilities Improvement and Modernization.

**Link**

[Educational Specifications Summary and Overview Presentation](#)

[Educational Specifications - K-8](#)

[Educational Specifications - Elementary Schools](#)

[Educational Specifications - Middle Schools](#)

[Educational Specifications - High Schools](#)

**13.b.7. Approval of Agreement with Demsey Filliger & Associates to Provide Actuarial Consulting Services Related to the District's Benefit Programs for Retirees and their Beneficiaries**

**Recommended Motion:**

Administration recommends that the State Administrator approve the Agreement with Demsey Filliger & Associates to provide actuarial consulting services related to the District's benefit programs for retirees and their beneficiaries.

**Rationale:**

All Agreements must be approved by the State Administrator. Demsey, Filliger & Associates (DF&A) will provide the District with an actuarial report as of July 1, 2017, setting forth all District liabilities of the postretirement health benefit program, including a projection of District expenditures under the plan.

The report will provide ongoing assistance in the preparation or review of GASB 75 (OPEB) footnote disclosures at the time the District prepares its financial statements.

This item supports FCMAT (July 2017 Review) in the following:

Risk Management - Other Post-employment Benefits: The district should ensure that a current actuarial report is prepared immediately and presented to the board/state administrator.

**Financial Impact:**

The cost of \$6,000 will be paid with General Funds.

**Attachments:**

DF&A Agreement

Exhibit A



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**13.b.8. Approval of Agreement No. C17/18-034 with California Marquee to Provide Installation and Communications Setup for a new LED Full Color Marquee Display at Frank D. Parent Elementary School**

**Recommended Motion:**

Administration recommends that the State Administrator approve Agreement No. C17/18-034 with California Marquee to provide installation and communications setup for a new LED full color marquee display at Frank D. Parent Elementary School.

**Rationale:**

All agreements must be approved by the State Administrator. California Marquee will install and set up display communications for a new LED full color marquee display at Frank D. Parent Elementary School. The current Marquee Display is not able to be reprogrammed and the original manufacturer is no longer in business to retrieve parts for repair, therefore a new display is necessary.

IMPLICATION: By approving this request, the District will be able to repair the digital marquee display at Frank D. Parent Elementary School.

This item supports FCMAT (July 2017 Review) in the following:

Facilities Management Standard - 1.3, School Safety

Facilities Management Standard - 1.8, School Safety

Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

The cost of \$9,076.19 will be paid with General Maintenance Funds

**Attachments:**

Agreement C17/18-034 - CA Marquee

**13.b.9. Approval to Purchase one New Vehicle for the Maintenance & Operations Department from Jim VanderWeerd Reynolds Buick GMC Isuzu**

**Recommended Motion:**

Administration recommends that the State Administrator authorize the purchase of one 2017 GMC Sierra with Harbor utility body over cab rack for the Maintenance & Operations Department from Jim VanderWeerd Reynolds Buick GMC Isuzu.

**Rationale:**

All vehicle purchases must be approved by the State Administrator. The Maintenance & Operations Department has several vehicles that are beyond repair that need to be salvaged. In order to complete Maintenance work orders more efficiently, additional vehicles are needed. This will allow general skilled maintenance specialists (carpenter) to respond to more work orders by disbursing maintenance specialists to various sites.

IMPLICATION: By approving this request you will allow our Maintenance & Operations Department to complete work orders more efficiently, improving our school sites District-wide.

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**Financial Impact:**

The total cost of \$38,558.25 will be paid with General Maintenance Funds.

**Attachments:**

GMC Sierra Quote

**13.b.10. Approval of Agreement with Food Safety Systems to Conduct a Food Safety and Sanitation Feasibility Study (Phase I) for a period not to exceed 12 weeks from February 8, 2018 through May 3, 2018, for three IUSD School sites for the F/Y 2017-2018**

**Recommended Motion:**

Administration recommends that the State Administrator approve the Service Agreement with Food Safety Systems to conduct a Food Safety and Sanitation Feasibility Study (Phase I) to three schools sites: Monroe Middle School, Inglewood High School and Oak Elementary School from February 8, 2018 through May 3, 2018 for the F/Y 2017-2018.

**Rationale:**

All agreements must be approved by the State Administrator. Food Safety Systems will conduct a Food Safety and Sanitation Study (Phase I) for three IUSD school sites (elementary, middle, and high School), effective February 8 2018, through May 3, 2018.

By approving this request the District will be able to provide a complete Food Service Sanitation System Report composed of personnel instruction and documented training including, color coded system, and a documented routine reported system for Food Service Management. In addition, the training will provide six continued education units for all Food Service employees as required by the professional standards by set by the U.S. Department of Agriculture (USDA). Food Safety Systems will provide a training plan, supply the cafeterias with pre-measured dish washing and sanitizing products, provide bottles, posters and other means of dispensing and use of products that are in compliance with the health department regulations and Occupational Safety and Health Administration (OSHA) Regulations.

Additionally, the report will provide a comprehensive report of each site selected (elementary, middle, and high school) for the study.

**Financial Impact:**

The cost not to exceed \$2,500 will be paid with Cafeteria Funds.

**Attachments:**

Food Safety Systems

**13.b.11. Authorization to Participate in the Glendale Unified School District South Bay Co-op, Piggyback Bid No. SBPC-61-16/17 to Purchase Paper Products from P&R Paper Supply Company, Inc., for the Food Services Program for F/Y 2017-2018**

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**Recommended Motion:**

Administration recommends that the State Administrator to participate in the Glendale Unified School District South Bay Co-op, Piggyback Bid No. SBPC-61-16/17 to purchase paper products from P&R Paper Supply Company, Inc., for the Food Services Program for F/Y 2017-2018.

**Rationale:**

Utilization of piggybackable bids must be approved by the State Administrator. District staff is requesting authorization to participate in the Glendale Unified School District South Bay Co-Op Piggyback Bid No. SBPC-61-16/17 to purchase paper products from P&R Paper Supply Company, Inc., for the Food Services Program for F/Y 2017-2018.

This bid may be used by school and community college districts throughout California by virtue of its "piggyback" clause (Public Contract Code 20118, 20652).

IMPLICATION: By approving this request the District will be in compliance with the National School Lunch Program.

**Financial Impact:**

The estimated cost of \$180,000 for the purchase of paper products will be paid with Cafeteria Funds.

**Attachments:**

South Bay Co-Op 2017-18

**13.b.12. Approve Equipment Lease Agreement with Oliver Packaging and Equipment Company to Lease One Heat Seal Machine and Purchase Eco-Serve Trays for the Food Services Department, Effective February 8, 2018, to June 30, 2018**

**Recommended Motion:**

Administration recommends that the State Administrator approve the Equipment Lease Agreement with Oliver Packaging and Equipment Company to lease one heat seal packaging machine and purchase eco-serve trays and film for the Food Services Department, effective February 8, 2018, to June 30, 2018.

**Rationale:**

All agreements must be approved by the State Administrator. Oliver Packaging and Equipment Company will provide a school food service packaging system that includes a heat seal machine, eco-serve trays and film. The items that will be packaged will include: main entrees, salads, and side dishes. The meals will be produced and packaged in the production kitchen located at Monroe Middle School. Approval of this request will allow staff in the production kitchen to produce packaged student meals for all IUSD students.

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**Financial Impact:**

The cost for the eco-serve trays not to exceed \$51,840 will be paid with Cafeteria Funds. There is no cost to lease the heat seal packaging machine.

**Attachments:**

Oliver Packaging Information

Oliver Packaging Lease

Oliver Packaging Products

**13.b.13. Approval Resolution No. 17/2017-2018, Certifying the Number of Unhoused Pupils in the Inglewood Unified School District for Purposes of Today's Fresh Start Application for Funds Under the Charter Schools Facilities Program**

**Recommended Motion:**

Administration recommends that State Administrator approve Resolution No. 17/2017-2018, certifying the number of unhoused pupils in the Inglewood Unified School District for purposes of Today's Fresh Start Application for funds under the Charter Schools Facilities Program.

**Rationale:**

All Board Resolutions must be approved by the State Administrator. Pursuant to the Charter School Facilities Program (Ed. Code, 17078.52 et seq. ( CSFD ), the Governing Board of Today s Fresh Start notified Inglewood Unified School District and its State Administrator of its intent to file an application with the Office of Public School Construction for new construction funding for its project to be located within the District s boundaries.

The Charter School is an independent charter and operates as a nonprofit public benefit corporation and its own school district within the meaning of Education Code section 47612, subdivision (c). Pursuant to Education Code Section 17078.53(d) and California Code of Regulations, title 2, section 1859.162(a), the Charter School s application must be supported by a certification from the governing board of the school district within which the charter school is physically located of the number of unhoused pupils of that district that will be housed by the project for which funding is requested.

The State Administrator hereby determines and certifies that the number of District unhoused pupils that this Project will serve is zero. The certification is based on the fact that there are no unhoused pupils of the District that will be housed in the charter facilities to be funded by the project for which Charter School has requested funding.

**Financial Impact:**

None

**Attachments:**

Resolution No. 17/2017-2018

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**13.b.14. Approval Resolution No. 18/2017-2018, Certifying the Number of Unhoused Pupils in the Inglewood Unified School District for Purposes of ICEF Inglewood Elementary Charter Academy's Application for Funds Under the Charter Schools Facilities Program**

**Recommended Motion:**

Administration recommends that State Administrator approve Resolution No. 18/2017-2018, certifying the number of unhoused pupils in the Inglewood Unified School District for purposes of ICEF Inglewood Elementary Charter Academy's application for funds under the Charter Schools Facilities Program.

**Rationale:**

All Board Resolutions must be approved by the State Administrator. Pursuant to the Charter School Facilities Program (Ed. Code, 17078.52 et seq. ( CSFD ), the Governing Board of ICEF Inglewood Elementary Charter Academy notified Inglewood Unified School District and its State Administrator of its intent to file an application with the Office of Public School Construction for new construction funding for its project to be located within the District s boundaries.

The Charter School is an independent charter and operates as a nonprofit public benefit corporation and its own school district within the meaning of Education Code section 47612, subdivision (c). Pursuant to Education Code Section 17078.53(d) and California Code of Regulations, title 2, section 1859.162(a), the Charter School s application must be supported by a certification from the governing board of the school district within which the charter school is physically located of the number of unhoused pupils of that district that will be housed by the project for which funding is requested.

The State Administrator hereby determines and certifies that the number of District unhoused pupils that this Project will serve is zero. The certification is based on the fact that there are no unhoused pupils of the District that will be housed in the charter facilities to be funded by the project for which Charter School has requested funding.

**Financial Impact:**

None

**Attachments:**

Resolution No. 18/2017-2018

**13.b.15. Approval Resolution No. 19/2017-2018, Approval of Resolution Certifying the Number of Unhoused Pupils in the Inglewood Unified School District for Purposes of ICEF Inglewood Elementary Charter Academy's Application for Funds Under the Charter Schools Facilities Program**

**Recommended Motion:**

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Administration recommends that State Administrator approve Resolution No. 18/2017-2018, approval of resolution certifying the number of unhoused pupils in the Inglewood Unified School District for purposes of ICEF Inglewood Elementary Charter Academy’s Application for funds under the Charter Schools Facilities Program.

**Rationale:**

All Board Resolutions must be approved by the State Administrator. Pursuant to the Charter School Facilities Program (Ed. Code, 17078.52 et seq. ( CSFD ), the Governing Board of ICEF Inglewood Middle Charter Academy notified Inglewood Unified School District and its State Administrator of its intent to file an application with the Office of Public School Construction for new construction funding for its project to be located within the District s boundaries.

The Charter School is an independent charter and operates as a nonprofit public benefit corporation and its own school district within the meaning of Education Code section 47612, subdivision (c). Pursuant to Education Code Section 17078.53(d) and California Code of Regulations, title 2, section 1859.162(a), the Charter School s application must be supported by a certification from the governing board of the school district within which the charter school is physically located of the number of unhoused pupils of that district that will be housed by the project for which funding is requested.

The State Administrator hereby determines and certifies that the number of District unhoused pupils that this Project will serve is zero. The certification is based on the fact that there are no unhoused pupils of the District that will be housed in the charter facilities to be funded by the project for which Charter School has requested funding.

**Financial Impact:**

None

**Attachments:**

Resolution No. 19/2017-2018

**13.b.16. Approval of the 2016-2017 Annual Developer Fee Expenditure Report**

**Recommended Motion:**

Administration recommends that the State Administrator approve the 2016-2017 Annual Developer Fees Expenditure Report.

**Rationale:**

The developer fees report must be approved by the State Administrator on an annual basis. In 1986 the California Legislature authorized school districts and other agencies to levy school impact or developer fees to fund school facilities. Developer fees are subject to an inflationary increase, authorized by the State Allocation Board in every even year.

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A justification study is required whenever a district wants to charge or increase developer fees. IUSD's last justification study was in the 2014-15 School year. At that time the study justified fees at the then current rates of \$3.60 and \$0.54. Proceeds from Developer Fees must be maintained in a separate account. Fund 25 has been established for this purpose. Annually all agencies collecting fees must make accounting information publicly available.

Developer fees are collected for new construction on residential and commercial properties.

The fees per square foot charged during 2016-17 were:

July 1, 2017 to June 30, 2017

\$3.60 Residential

\$.54 Commercial

The beginning balance as of July 1, 2016 \$783,217.17

The fees collected:

Residential/Commercial \$252,214.00

The interest collected: \$1,083.68

Total revenue \$253,297.68

Ending Balance: June 30, 2017 \$1,036,514.85

**Financial Impact:**

None

**Attachments:**

Developer Fees IUSD Dec. 2017

**13.b.17. Receive the Recommendations Provided by the District's Advisory Committee for Properties to be Declared Surplus and Sold, Leased and/or Utilized as Indicated in the Attached District Advisory Committee Final Report and Recommendation**

**Recommended Motion:**

Administration recommends that the State Administrator receive the recommendations provided by the District's Advisory Committee for properties to be declared surplus and sold, leased and/or utilized as set forth in the District Advisory Committee Final Report and Recommendation.

**Rationale:**

The Advisory Committee held public meetings on May 4, 2017; May 11, 2017; May 18, 2017; May 25, 2017; June 8, 2017; July 6, 2017; January 8, 2018; January 17, 2018; January 22, 2018; and January 31, 2018 to discuss the possible disposition of the Properties and corresponding priority uses. The Advisory Committee s January

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17, 2018 and January 22, 2018 public meetings each included a noticed Public Hearing.

Pursuant to Education Code section 17388 *et seq.*, before excess real property is sold or leased, the governing board of a school district must appoint a district advisory committee (Advisory Committee) to advise the governing board on the disposition of such property. Education Code section 17389 requires that the Advisory Committee be composed. The Advisory Committee's task is to review data to determine the amount of surplus space or real property available, establish a priority list for its use, provide community input on acceptable uses, and forward its recommendations to the State Administrator.

On May 10, 2017, the State Administrator took action and approved the appointment of an Advisory Committee pursuant to Resolution No. 35/2016-2017.

**Financial Impact:**

To be determined.

**Attachments:**

Final Report and Recommendations by DAC

**13.b.18. Ratification of the Fiscal Crisis & Management Assistance Team (FCMAT) Study Agreement with Kern County Superintendent of Schools - Administrative Agent to Complete a Comprehensive Assessments and Develop Improvement Plans - Year 5**

**Recommended Motion:**

Administration recommends that the State Administrator ratify the Fiscal Crisis & Management Assistance Team (FCMAT) Study Agreement with Kern County Superintendent of Schools - Administrative Agent to Complete a Comprehensive Assessments and Develop Improvement Plans - Year 5.

**Rationale:**

All agreements must be approved by the State Administrator. The California Department of Education has requested that the team assign professionals to study specific aspects of the district. These professionals may include staff of the team, county offices of education, the California Department of Education, school districts, or private contractors.

On September 14, 2012, Senate Bill (SB) 533 (Wright) was signed into law. Senate Bill 533 provides a state emergency loan of \$55 million to the district and authorizes the state superintendent of public instruction to appoint a state administrator his designee to administer the district.

The legislation also requires the team to complete a comprehensive assessment and development improvement plans. FCMAT will complete the sixth annual



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comprehensive assessment of the district, and monitor the district's progress toward meeting the recommendations made in the initial improvement plan dated July 2013, in the following five areas of district operations: Financial Management; Pupil Achievement; Personnel Management; Facilities Management; and Governance and Community Relations.

This item supports FCMAT (July 2017 Review) in the following:

Community relations and Governance Standards - 5.3, Professional Standard - Board Roles/Boardsmanship.

**Financial Impact:**

The estimated cost not to exceed \$215,000 will be paid with General Funds.

**Attachments:**

FCMAT Agreement Year 5

**13.b.19. Approval of the Fiscal Crisis & Management Assistance Team (FCMAT) Study Agreement with Kern County Superintendent of Schools - Administrative Agent to Complete a Comprehensive Assessments and Develop Improvement Plans - Year 6**

**Recommended Motion:**

Administration recommends that the State Administrator approve the Fiscal Crisis & Management Assistance Team (FCMAT) Study Agreement with Kern County Superintendent of Schools - Administrative Agent to Complete a Comprehensive Assessments and Develop Improvement Plans - Year 6.

**Rationale:**

All agreements must be approved by the State Administrator. The California Department of Education has requested that the team assign professionals to study specific aspects of the district. These professionals may include staff of the team, county offices of education, the California Department of Education, school districts, or private contractors.

On September 14, 2012, Senate Bill (SB) 533 (Wright) was signed into law. Senate Bill 533 provides a state emergency loan of \$55 million to the district and authorizes the state superintendent of public instruction to appoint a state administrator his designee to administer the district.

The legislation also requires the team to complete a comprehensive assessment and development improvement plans. FCMAT will complete the sixth annual comprehensive assessment of the district, and monitor the district's progress toward meeting the recommendations made in the initial improvement plan dated July 2013, in the following five areas of district operations: Financial Management; Pupil Achievement; Personnel Management; Facilities Management; and Governance and Community Relations.

This item supports FCMAT (July 2017 Review) in the following:

Community relations and Governance Standards - 5.3, Professional Standard - Board Roles/Boardsmanship.

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**Financial Impact:**

The estimated cost not to exceed \$295,000 will be paid with General Funds.

**Attachments:**

FCMAT Study Agreement

**13.b.20. Approval of Consulting Services Agreement with Isom Advisors, A Division of Urban Futures Inc., to Review Ongoing District's Annual Debt Transparent Report and Marks Roos Filing Requirements**

**Recommended Motion:**

Administration recommends that the State Administrator approve the Consulting Services Agreement with Isom Advisors, A Division of Urban Futures Inc., to review ongoing District's annual debt transparent report and Marks Roos filing requirements.

**Rationale:**

All agreements must be approved by the State Administrator. Isom Advisors will provide the following services under this Agreement:

1. Review ongoing District's Annual Debt Transparency Report ("ADTR") and Marks Roos filing requirements.
2. Submit to CDIAC the necessary filings and documentation to remain compliant with SB 1029 including the ADTR by Jan 31st of each year as well as the required Marks Roos filings.

**Financial Impact:**

The annual fee of \$600 until all bond proceeds are spent; thereafter, an annual fee of \$350 to prepare the annual filings will be paid with Maintenance Funds.

In any future year, the District may, at its own discretion, choose not to have Advisor complete the filing services, and shall inform Advisor no later than December 1 of said filing year.

**Attachments:**

Isom Advisors Agreement

**13.b.21. Approval of Agreement with Cooperative Strategies, LLC to prepare a School Facilities Needs Analysis and Residential and Commercial/ Industrial Development School Fee Justification Studies**

**Recommended Motion:**

Administration recommends that the State Administrator approve the Agreement with Cooperative Strategies, LLC to prepare a School Facilities Needs Analysis and Residential and Commercial/ Industrial Development School Fee Justification Studies.

**Rationale:**

All Agreements must be approved by the State Administrator. Cooperative Strategies, LLC shall prepare: a School Facilities Needs Analysis and Residential and Commercial/Industrial Development School Fee Justification Studies for Inglewood Unified School District. The Studies will justify statutory school fees for

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the School District and will also identify the full school facilities impacts to be mitigated by these types of development within the School District. The Analysis will calculate and justify alternative school facilities fees for the School District.

**Financial Impact:**

The cost not to exceed \$14,750 will be paid with Developer Fee Funds.

Analysis Fee: \$8,250 (inclusive of expenses)

Studies Fee: \$6,500 (inclusive of expenses)

**Attachments:**

Cooperative Strategies Agreement

Exhibit A

**13.c. MEASURE GG AND FACILITIES (CONSENT CALENDAR/ACTION ITEMS)**

**13.c.1. Approval/Ratification of Fund 21.1 Purchase Orders in the Amount of \$25,164.15 issued December 1, 2017, through December 29, 2017**

**Recommended Motion:**

Administration recommends that the State Administrator approve/ratify Fund 21.1 Purchase Orders in the Amount of \$25,164.15 issued December 1, 2017, through December 29, 2017.

**Rationale:**

All purchase orders must be ratified/approved by the State Administrator. The following purchase orders are being brought forward for consideration:

Fund 21.1 Building Fund / Measure GG PMGG\_20072 through POB\_30204 = \$25,164.15

**Financial Impact:**

\$25,164.15

**Attachments:**

Fund 21.1 PO Report for December 2017

**13.c.2. Approval to Rescind Contract No. C-17/18-033 with Guida Surveying Inc., to Provide Professional Topographic and Underground Utility Survey Services for the New Classroom Buildings Project at Crozier Middle School**

**Recommended Motion:**

Administration recommends that the State Administrator approve to rescind Contract No. 17/18-033 with Guida Surveying, Inc. to provide topographic and underground utility survey services at Crozier Middle School located at 120 West Regent Street, Inglewood, CA 90301.

**Rationale:**

Rescinding of all previously approved contracts must be approved by the State Administrator. On December 6, 2017, the State Administrator approved Contract No. 17/18-033 to for topographic and underground utility survey services to provide topographic and underground utility survey as a basis to provide civil design for

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new classroom buildings at Crozier Middle School. The work for this project is currently on hold.

**Financial Impact:**

There is no cost for rescinding this item. The cost previously approved in the amount of \$14,740 to be paid with Measure GG Bond Funds has been cancelled and no work has been performed to date.

**Attachments:**

Exhibit A Guida Surveying Inc.

Exhibit B Guida Surveying Inc.

Guida Surveying Agreement

**13.c.3. Approval to Rescind Contract No. 17/18-026 with McDonald, Soutar & Paz, Inc. (MSP) to Provide Architectural Design Services to Classrooms at Crozier Middle School**

**Recommended Motion:**

Administration recommends that the State Administrator approve to rescind contract no. 17/18-026 with Architects MSP (McDonald, Soutar & Paz, Inc.) to provide architectural design services to two (2) new classroom buildings for four (4) classrooms, separate outdoor play spaces and separate student drop-off areas for the students at Crozier Middle School.

**Rationale:**

All agreements being rescinded must be approved by the State Administrator. On November 8, 2017, the State Administrator approved Contract No. 17/18-026 with McDonald, Soutar & Paz, Inc., to provide architectural design services to classrooms at Crozier Middle School. Plans for this project have been put on hold; therefore the agreement previously approved by the State Administrator will need to be rescinded.

**Financial Impact:**

There is no cost for rescinding this item. The cost previously approved of \$122,640, to be paid with Measure GG Bond Funds has been cancelled with no work done to date.

**Attachments:**

Agreement C17.18-026 with MSP

**13.c.4. Approval to Rescind Contract No. C-17/18-032 with Ninyo and Moore to Provide Geotechnical and Geologic Seismic Hazard Evaluation Services for the New Classroom Buildings Project at Crozier Middle School**

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**Recommended Motion:**

Administration recommends that the State Administrator approve to rescind contract no. C-17/18-032 with Ninyo and Moore to provide geotechnical and geologic seismic hazard evaluation services at Crozier Middle School located at 120 West Regent Street, Inglewood, CA 90301.

**Rationale:**

All agreements being rescinded must be approved by the State Administrator. On December 6, 2017, the State Administrator approved Contract No. C-17/18-032 with Ninyo and Moore to provide geotechnical and geologic seismic hazard evaluation services for the new classroom buildings project at Crozier Middle School; however the project was cancelled.

**Financial Impact:**

There is no cost for rescinding this item. The cost previously approved in the amount of \$15,794 (\$14,794 plus \$1,000 for reimbursable expenses) to be paid with Measure GG Funds has been cancelled and no work has been performed to date.

**Attachments:**

Agreement C17/18-032 with Ninyo and Moore

Exhibit A Ninyo & Moore

**13.c.5. Approval of Change Order No.1 to Contract No. C16/17-042 with M3 Services, Inc. of Lawndale, California for the Restroom Replacement In-Kind Project**

**Recommended Motion:**

Administration recommends that the State Administrator approve Change Order No. 1 to Contract No. C16/17-042 with M3 Services, Inc. for the installation of new circuits for emergency lighting and installation of LED light fixtures in lieu of standard incandescent fixtures at Morningside High School, Payne Elementary School, Centinela Elementary School, Inglewood High School, Hudnall Elementary School, Bennett-Kew Elementary School, and Parent Elementary School.

**Rationale:**

All Change Orders must be approved by the State Administrator. During the course of construction, it was discovered that certain restrooms did not have emergency lighting installed in accordance with current building codes, so the emergency lights were added to the scope. Additionally, the plans and specifications were developed and approved before the District's new LED lighting standard was established, so the lighting was revised to match the new standard.

**Financial Impact:**

The additional cost of \$22,314.66 will be paid with Measure GG Funds. The original contract sum was \$1,456,250 for a revised contract sum of \$1,478,564.66.

**Attachments:**

M3 Services - Change Order #1

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**13.c.6. Approval Agreement No. C17/18-047 with Simons Vasquez Associates (SVA) Architects to Provide Architect on Record Services for DSA Closeout Project A#03-55436 at Warren Lane Elementary School, Worthington Elementary School, and Morningside High School**

**Recommended Motion:**

Administration recommends the State Administrator approve agreement No. C17/18-047 with Simons Vasquez Associates Architects to provide architect on record services at Warren Lane Elementary School, Worthington Elementary School and Morningside High School.

**Rationale:**

All bond fund expenditures and contract agreements must be approved by the State Administrator. Simons Vasquez Associates Architects will provide Architect of Record services for the DSA closeout project A#03-55436 at Warren Lane Elementary School, Worthington Elementary School, and Morningside High School.

The project originally entailed alterations to twenty-six (26) relocatable classroom buildings across the three campuses. Simons Vasquez Associates Architects will perform fire alarm testing services and provide DSA closeout documents.

**Financial Impact:**

The total cost not to exceed \$5,040 will be paid with Measure GG Bond Funds. The provider shall be compensated in accordance with the rate schedule included in the attached proposal.

**Attachments:**

C17/18-042 SVA Agreement

**13.d. EDUCATIONAL SERVICES (CONSENT CALENDAR/ACTION ITEMS)**

**13.d.1. Consideration of Whether to Approve or Deny the Grace Hopper Stem Academy Renewal Petition for a Five Year Term - July 1, 2018 to June 30, 2023**

**Recommended Motion:**

Administration recommends that the State Administrator consider whether to approve or deny the Grace Hopper Stem Academy renewal petition for a five year term - July 1, 2018 to June 30, 2023.

**Rationale:**

All approval and/or denials of charter petition renewals must be approved by the State Administrator. Pursuant to Education Code section 47605(b), the State Administrator will consider whether to approve the Grace Hopper Stem Academy Renewal Petition for a five year term July 1, 2018 to June 30, 2023.

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**Financial Impact:**

To be determined.

**Attachments:**

Grace Hopper Petition

**13.d.2. Approval to the Revised Contract No. C-16846:17:18 with the Los Angeles County Office of Education for Designated Instruction Services (DIS) Special Education for Fiscal Year 2017-2018**

**Recommended Motion:**

Administration recommends that the State Administrator approve the revised Contract No. C-16846:17:18 with the Los Angeles County Office of Education (LACOE) for Designated Instruction Services (DIS) Special Education for Fiscal Year 2017-2018. The revised Contract No. C-16846:17:18 has the correct Exhibit A.

**Rationale:**

All consultant agreements must be approved by the State Administrator. LACOE provides credentialed Speech Language Therapists to provide services to Inglewood Unified School District students.

By approving this request the District will be able to continue servicing students that receive Speech services per their Individualized Education Program (IEP) without interruption.

This item supports FCMAT (July 2017 Review) in the following:

Pupil Achievement Standard 3.18, Professional Standard-Instructional Strategies

**Financial Impact:**

The estimated cost of \$2,262,649.17 will be paid with Special Education Funds.

**Attachments:**

Special Education (DIS) C-16846 17 18

**13.d.3. Ratification of Agreement for Consultant Services with Susan Wetzel to Provide Speech and Language Services, for Fiscal Year 2017-2018**

**Recommended Motion:**

Administration recommends that the State Administrator ratify the agreement for consultant services with Susan Wetzel to provide speech and language services, effective January 22, 2018 - June 30, 2018.

**Rationale:**

All consultant agreements must be approved by the State Administrator. The Special Education Department is requesting the consultant services of Susan Wetzel to provide Speech and Language Services.

By approving this request the district will maintain compliance with the state and federal mandates as well as adhering to special education student's Individualized Education Programs (IEP's).

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This item supports FCMAT (July 2017 Review) in the following:  
Financial Management Standard 20.1, Professional Standard-Special Education

**Financial Impact:**

The cost not to exceed \$30,000 will be paid with Special Education Funds.

**Attachments:**

Consultant Agreement for Susan Wetzel

**13.d.4. Ratification of Memorandum of Understanding with The Ulmer Institute (TUI) to Provide Individually Tailored, Culturally Sensitive, Trauma Informed Training, Treatment and Therapy Through Collaboration and Facilitation of Outpatient Counseling Services, effective January 17, 2018 until June 30, 2018**

**Recommended Motion:**

Administration recommends that the State Administrator approve the memorandum of understanding with The Ulmer Institute (TUI), to provide individually tailored, culturally sensitive, trauma informed training, treatment and therapy through collaboration and facilitation of outpatient counseling services, effective January 17, 2018 until June 30, 2018

**Rationale:**

All memorandums of understanding must be approved by the State Administrator. Mental health services will be available to students and family members who meet The Ulmer Institute (TUI) criteria of eligibility. This is defined as a student who has experienced traumas that have interfered with his/her ability to function in the home, school, or community.

**Financial Impact:**

There is no financial impact to the District.

**Attachments:**

The Ulmer Institute TUI - IUSD MOU 2018 -update2

**13.d.5. Approval of Amendment No.1 to the Agreement with Extended Learning, Inc. DBA Educational Resource Consultants (ERC) to Prepare and Submit a Grant Proposal for the California Department of Education's 21st Century Community Learning Centers Program for Elementary and/or Middle Schools and a Separate Proposal for the Equitable Access Component**

**Recommended Motion:**

Administration recommends that the State Administrator approve Amendment No. 1 to the Agreement with Extended Learning, Inc. DBA Educational Resource Consultants (ERC) to prepare and submit a grant proposal for the California Department of Education's 21st Century Community Learning Centers Program for Elementary and/or Middle Schools and a separate proposal for the equitable access component.



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**Rationale:**

All amendments to contracts must be approved by the State Administrator. On January 10, 2018, the State Administrator approved an Agreement with Extended Learning, Inc. DBA Educational Resource Consultants to prepare and submit a grant proposal for the California Department of Education's 21st Century Community Learning Centers Program for Inglewood and Morningside High Schools.

This amendment will allow ERC to develop and submit a grant proposal for the California Department of Education's 21st Century Community Learning Centers Program for Elementary and/or Middle Schools and a separate proposal for the Equitable Access Component.

Approval of this request supports FCMAT (July 2017 Review) in the following: Pupil Achievement Standard 3.18

**Financial Impact:**

The additional cost of \$15,000 will be paid with After School Education and Safety (ASES) Grant Funds. This request may provide up to an additional \$451,000 in grant funds for Elementary and/or Middle Schools and a separate proposal for the Equitable Access Component.

**Attachments:**

Extended Learning Inc. DBA Educational Resource Consultants Amendment No. 1

**13.d.6. Approval of Consultant Agreement with Communications Solutions to Conduct Assistive Technology / Augmentative and Alternative Communication (AT/AAC) Assessments, Personalize Communication Systems, Train to Incorporate Assistive Technology/Augmentative and Alternative Communication (AT/AAC) Systems and Attend the Student Individualized Education Program (IEP) Meetings for Fiscal Year 2017-2018**

**Recommended Motion:**

Administration recommends that the State Administrator approve the consultant agreement with Communications Solutions to conduct assistive technology/augmentative and alternative communication (AT/AAC) assessments, personalize communication systems, train to incorporate assistive Technology/Augmentative and Alternative Communication (AT/AAC) Systems and to attend the student Individualized Education Program (IEP) meeting's, effective February 8, 2018 - June 30, 2018.

**Rationale:**

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All consultant agreements must be approved by the State Administrator. Communications Solutions will conduct assistive/alternative augmentative communication (AT/ACC) services. These services will include:

- Assessments
- Personalized Communications Systems
- Attending student Individualized Education Program (IEP) meetings

The district will have additional support to remain in compliance with the mandated State and Education Code requirements.

This item supports FCMAT (July 2017 Review) in the following:

Pupil Achievement Standard 3.18, Professional Standard-Instructional Strategies

**Financial Impact:**

The cost not to exceed \$2,500 at the rates of \$100-\$155 per hour and \$900-\$1,000 per IEE, will be paid with Special Education Funds.

**Attachments:**

Communications Solutions revised

**13.d.7. Approval of Agreement for Consultant Services with Educational Based Services (EBS) Healthcare, Inc., for Fiscal Year 2017-2018**

**Recommended Motion:**

Administration recommends that the State Administrator approve the Consultant Agreement with Educational Based Services (EBS) Healthcare, Inc., effective February 8, 2018 through June 30, 2018.

**Rationale:**

All consultant agreements must be approved by the State Administrator. The Special Education Administration is requesting the consultant services of Educational Based Services (EBS) Healthcare, Inc., to provide Speech-Language Pathologists (SLPs). By approving this request the District will maintain compliance with the state and federal mandates as well as adhering to special education student's Individualized Education Program (IEP).

This item supports FCMAT (July 2017, Review) in the following:

Financial Management Standard 20.1, Professional Standard-Special Education

**Financial Impact:**

The cost will not exceed \$20,000 at the rate of \$79 per hour and will be paid with Special Education Funds.

**Attachments:**

EBS Healthcare Inc Revised

**13.d.8. Approval of Consultant Agreement with Easter Seals Southern California, Inc. to Conduct Evaluations and Therapy to Students per Individualized Education Program (IEP) for Fiscal Year 2017-2018**

**Recommended Motion:**

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Administration recommends that the State Administrator approve the consultant agreement with Easter Seals Southern California Inc., to conduct evaluations and therapy to students per Individualized Education Program (IEP), effective February 7, 2018 - June 30, 2018.

**Rationale:**

All consultant agreements must be approved by the State Administrator. The Special Education Department is requesting approval of the consultant services with Easter Seals Southern California Inc., to conduct evaluations and therapy to students per Individualized Education Program (IEP), effective February 7, 2018 - June 30, 2018.

By approving this request, the district will have additional support to remain in compliance with the mandated state and education code requirements.

This item supports FCMAT (July 2017 Review) in the following:  
Pupil Achievement Standard 3.18, Professional Standard-Instructional Strategies

**Financial Impact:**

The cost not to exceed \$3,000 at the rate of \$114-\$230 per hour will be paid with Special Education Funds.

**Attachments:**

17-18 Easter Seals Southern California Contract

**13.d.9. Approval of Consultant Agreement with McDuffy's Kajunkenbo to Provide Instruction in the Areas of Dance, Self-Defense and Basic Martial Arts to Students in the After School Educational and Safety (ASES) Program, Effective February 8, 2018 through May 30, 2018**

**Recommended Motion:**

Administration recommends that the State Administrator approve the consultant agreement with McDuffy's Kajunkenbo to provide instruction in the areas of dance, self-defense and basic martial arts to students in the After School Educational and Safety Program, effective February 8<sup>th</sup>, 2018 through May 30, 2018.

**Rationale:**

All agreements must be approved by the State Administrator. McDuffy's Kajunkenbo will provide students with dance, self defense, and basic martial arts classes. These activities will be used to promote students' physical and social emotional wellness.

Classes will be offered once a week at the following ASES locations: Centinela, Highland, Parent, Woodworth, Monroe, La Tijera, and Crozier schools.

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**Financial Impact:**

The cost not to exceed \$18,464 will be paid with ASES Grant Funds.

**Attachments:**

McDuffy's Kajukenbo Agreement -2017-2018 –ASES

**13.d.10. Approval of Memorandum of Understanding Between Vision To Learn and Inglewood Unified School District for the Purpose of Operating A Free of Charge, Mobile Vision Clinic on a District Campus, Effective February 8, 2018 until June 30, 2018**

**Recommended Motion:**

Administration recommends that the State Administrator approve the memorandum of understanding between Vision To Learn and Inglewood Unified School District for the purpose of operating a free of charge, mobile vision clinic on a district campus. This agreement is effective, February 8, 2018 and will continue in effect until June 30, 2018.

**Rationale:**

All memorandums of understanding must be approved by the State Administrator. Vision To Learn mobile clinic conducts vision screenings to find children with visual challenges. A basic eye examination free of charge will be given to students referred by each school as potentially having uncorrected vision difficulties.

**Financial Impact:**

There is no financial impact to the District.

**Attachments:**

MOU Inglewood Vision to Learn 17-18

**13.d.11. Ratification of Memorandum of Understanding Between WestEd and Inglewood Unified School District to Administer the California School Climate Health & Learning Survey (CalSCHLS) Data System, Effective September 1, 2017 until August 31, 2018.**

**Recommended Motion:**

Administration recommends that the State Administrator ratify the memorandum of understanding between WestEd and Inglewood Unified School District to administer the California School Climate Health & Learning Survey (CalSCHLS) Data System, effective September 1, 2017 until August 31, 2018.

**Rationale:**

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All memorandums of understanding must be approved by the State Administrator. The agreement outlines conditions to be met by Inglewood Unified School District and WestEd as they relate to access to and the administration of the California Healthy Kids Survey, the California School Staff Survey, and the California School Parent Survey, which are part of the comprehensive CalSCHLS data system, developed by WestEd under contract with the California Department of Education. Survey access will not be granted until a signed copy of the Memorandum of Understanding (MOU) is received.

CalSCHLS data system will help the Inglewood Unified School District meet the requirements for the Local Control, Accountability Plan (LCAP) and address the priorities related to student/teacher/parent engagement and school climate.

**Financial Impact:**

The cost not to exceed \$3,753.00 will be paid with Supplemental and Concentration Grant Funds.

**Attachments:**

WestEd Surveys

**13.d.12. Ratification to Renew the Memorandums Of Participation (MOP) with Success Learning Center – Center Based Special Education Program for Fiscal Year 2017-2018**

**Recommended Motion:**

Administration recommends that the State Administrator ratify to renew the Memorandums of Participation with Success Learning Center - A Center Based Special Education Program, effective July 1, 2017 through June 30, 2018.

**Rationale:**

All Memorandums of Participation (MOP) must be approved by the State Administrator. By approving this request, Success Learning Center - A Center Based Special Education Program will be able to provide Free and Appropriate Public Education (FAPE) in the least restrictive environment to all Special Education Students.

This item supports FCMAT (July 2017 Review) in the following:

Pupil Achievement Standard 3.18, Professional Standard-Instructional Strategies

**Financial Impact:**

Special day class costs should not exceed \$35,000 per pupil. The cost of an Individualized Educational Evaluation (IEE) should not exceed \$8,000 per pupil and will be paid with Special Education Funds.

**Attachments:**

MOP A. Brown

MOP A. Tate

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**13.d.13. Approval of the Amendment to the Contract with Administrative Software Applications, Inc., (ASAP) for Software Licenses and Maintenance Transition and Implementation Cost (one-time fee) for the Inglewood Community Adult School for F/Y 2017-2018**

**Recommended Motion:**

Administration recommends that the State Administrator approve the additional cost of the software and maintenance transition and implementation agreement with Administrative Software Applications Inc., (ASAP) for the Inglewood Adult School for fiscal year 2017-2018.

**Rationale:**

All contract agreements must be approved by the State Administrator. On August 16, 2017 the State Administrator approved a contract with Administrative Software Applications, Inc. (ASAP) to purchase software licenses and maintenance for the Inglewood Adult School for FY 2017-2018. A new version of the software used for student data collection is required.

**Financial Impact:**

The additional transition and implementation cost of \$3,500 as stated on page 12-schedule 1 of the agreement will be paid with Workforce Investment Act (WIA) Grant Funds.

**Attachments:**

ASAP Contract for Software Licenses FY 17-18

**13.d.14. Approval of the Consultant Agreement Between P.S. Arts, La Tijera and Warren Lane Elementary School for the 2017-2018 School Year**

**Recommended Motion:**

Administration recommends that the State Administrator approve the consultant agreement between P.S. Arts, La Tijera and Warren Lane Elementary School, effective February 8, 2018 - June 30, 2018.

**Rationale:**

All consultant agreements must be approved by the State Administrator. The P.S. Arts Program teaches creative and cognitive skills to students struggling to overcome economic, ability, or literacy barriers that will better equip them to be competitive and successful people in the future.

LCAP Goal 2a: Increase student success in mastering the CA State Standards (CCSS) and ensure that all students are college and/or career ready.

LCAP Goal 3a: Engage families and the community to support students' success in school.

LCAP Goal 3c: Create safe and welcoming learning environments where students and families feel connected to their schools.

**Financial Impact:**

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The cost will not exceed \$30,000. A total of \$15,000 per site, which will be paid with Concentration (Supplemental) Funds.

**Attachments:**

P.S. Arts Warren Lane LaTijera 17-18

**13.e. STATE ADMINISTRATOR (CONSENT CALENDAR/ACTIONS ITEMS)**

**13.e.1. Approval for Board Member Dr. Dionne Young Faulk to Attend the California School Board Association 2018 Master In Governance (MIG) Courses**

**Recommended Motion:**

Administration recommends that the State Administrator approve Board Member Dr. Dionne Young-Faulk to attend the California School Board Association 2018 Master In Governance (MIG) Courses.

**Rationale:**

All travel request for Board members must be approved by the State Administrator. The Masters in Governance Program equips board members and superintendents with the knowledge and skills to build and support an effective governance structure.

The following course program modules are offered at various locations statewide throughout the year:

- Course 1: Foundations of Effective Governance / Setting Direction
- Course 2: Policy & Judicial Review / Student Learning & Achievement
- Course 3: School Finance
- Course 4: Human Resources / Collective Bargaining
- Course 5: Community Relations and Advocacy / Governance Integration

**Financial Impact:**

The cost of \$299 for registration per course, plus the expense of transportation, lodging, and taxi/parking fees will be paid with General Funds.

**Attachments:**

MIG Schedule 2018

**14. APPROVAL OF MINUTES**

14.a. Minutes of the State Administrator's Regular Board of Education Meeting held on January 10, 2018

**15. BOARD MEMBER REMARKS** - Board members may report on visits to schools, conferences and meetings attended and items of interest to the public.

**16. STATE ADMINISTRATOR REMARKS**

**17. NEXT MEETING - March 7, 2018**

**18. ADJOURNMENT**