

**Inglewood Unified School District**  
**AGENDA**  
**Regular Board Meeting**  
**December 05, 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:** Margaret Turner-Evans, President (Seat #4); Dr. D'Artagnan Scorza, Vice President (Seat #5); Dr. Dionne Young Faulk, Member (Seat #1); Dr. Carliss McGhee, Member (Seat #2); Melody Ngaue-Tu'uholoaki, Member (Seat #3)

**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 for public comment on agenda items and [30] minutes for public comment on non-agenda items will be allotted during this section. If the public comment cards exceed [10] cards per section, the State Administrator may reduce the time allowed from three minutes to either two or one minute, per person to hear from more speakers.

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-Anticipated Litigation (Pursuant to Government Code Section 54956.9 [a][b][c][2][3]:

7.a.1. Settlement - Case No. BC603479

7.a.2. OAH Case No. 2018080405

**8. RECONVENE FOR PUBLIC SESSION**

**9. REPORTING OUT CLOSED SESSION ACTIONS**

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**10. STUDENT REPORTS**

10.a. Inglewood Continuation High School

10.b. Morningside High School

**11. REPORTS/PRESENTATIONS**

11.a. Employee Excellence Award Presentations

11.b. Labor Management Institute Report

11.c. PTA Update to the Board of Education

11.d. Strategic Plan: Site Level Plans

11.d.1. Oak Street Elementary School

11.d.2. Centinela Elementary School

11.e. AB 139 Extraordinary Audit by Los Angeles County Office of Education

11.f. 2018-2019 First Interim Report

**12. CONSENT CALENDAR/ACTION ITEMS**

**12.a. HUMAN RESOURCES DIVISION**

12.a.1. Amend Classified Salary Schedules to Comply with Industrial Welfare Commission (IWC) Order MW-2014 (Increase Minimum Wage to \$12.00 to be Effective January 1, 2019)

12.a.2. Ratification of Change in Substitute Teacher Compensation for Long-term Assignments and Completion of Professional Development, Effective November 1, 2018

12.a.3. Approval to Renew Agreement with First Capitol Consulting Inc. to Provide Affordable Care Act Cost Minimization Services

12.a.4. Approval to Employ Teachers on Basis of Variable Term Waivers and a Provisional Intern Permit for the 2018-2019 School Year

12.a.5. Certificated Personnel Roster

12.a.6. Classified Personnel Roster

**12.b. BUSINESS SERVICES DIVISION**

12.b.1. Approval/Ratification of Purchase Orders in the Amount of \$5,910,060.95 Issued October 1, 2018, through October 31, 2018

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

12.b.3. Approval of Vendor and Payroll Warrant Resolution No. 17/2018-2019, in the Amount of \$9,004,338.72 for the Month of October 2018

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

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12.b.5. Adopt the 2018-2019 First Interim Budget Financial Report

12.b.6. Approval of 2018-2019 Budget Revisions

12.b.7. Approval to Purchase One Replacement 2018 Ford Transit Van from South Bay Ford for Use by the Food Services Department

12.b.8. Ratification of Amendment No. 2 to the Agreement for Consultant Services with CliftonLarsonAllen LLP to Extend the Term of the Agreement from July 31, 2018 to October 31, 2018, to Prepare Financial Statements in Compliance with Generally Accepted Accounting Principles as Required by the State Controller's Office

12.b.9. Approval to Renew the Membership with Super Commodity Co-Op for F/Y 2019-20 for the Food Services Program

12.b.10. Ratification of Amendment No. 1 to the Agreement Dated June 21, 2018 with Edlio For Website Solutions, Effective October 11, 2018

12.b.11. Approval of the 2017-2018 Annual Developer Fee Expenditure Report

12.b.12. Ratification of Service Agreement with CI Solutions to Provide On Site Preventative Maintenance for the ID badge Machine in the School Police Department

12.b.13. Ratification of Service Agreement with Alert One to Provide Ongoing Monitoring of District-wide Alarm Systems

12.b.14. Approval of Agreement with School Services of California Inc., to Provide an Organizational, Efficiency, and Comparative Staffing Review as Required by AB 1840

**12.c. MEASURE GG AND FACILITIES**

12.c.1. Approval/Ratification of Fund 21.1 Purchase Orders in the Amount of \$612,755.26 issued October 1, 2018, through October 31, 2018

12.c.2. Approval of Resolution No. 16/2018-2019, Adoption of California Environmental Quality Act (CEQA) Notice of Exemption (NOE) for the Woodworth-Monroe Academy of Excellence

12.c.3. Ratification to Authorize to Apply and Secure Grant Funding from Kaboom for a New Playground Structure in the Kindergarten Playground Area at Oak Street Elementary School

12.c.4. Approval of Agreement No. C18/19-057 with Ninyo and Moore to Provide Geotechnical, Materials Testing and Inspection Services at Woodworth-Monroe Academy of Excellence for the New Modular Classroom Project

12.c.5. Approval of Agreement No. C18/19-058 with TYR for Inspection of Records (IOR) Services for the New Modular Classrooms at Woodworth-Monroe Academy of Excellence

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12.c.6. Approval of Agreement No. C18/19-059 with Ellis Environmental for Hazardous Material Testing Services for the Morningside High School Los Angeles World Airport (LAWA) Project

12.c.7. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Great Western Installations, Agreement No. C17/18-061, New Playground Resurfacing and Apparatus at Bennett-Kew Elementary School

12.c.8. Approval of Agreement No. C18/19-061 with Alta Environmental to Provide Hazardous Material Testing Services for the Oak Street Elementary School Los Angeles World Airport (LAWA) Project

12.c.9. Approval of Agreement No. C18/19-062 with Axiom Group to Install a Gate in the Pool Room at Morningside High School

12.c.10. Approval of Agreement No. C18/19-064 with Architects McDonald, Soutar & Paz Inc., to Provide Department of State Architecture (DSA) Project Closeout Services for Project # A-03-110509 at Morningside High School

12.c.11. Approval of Amendment No. 1 to Agreement No. C17/18-030 with Ninyo and Moore to Continue to Provide Geotechnical & Environmental Science Inspections for the Beulah Payne Los Angeles World Airport (LAWA) Project

12.c.12. Approval of Change Order No. 3 to Agreement No. C17/18-059 with Interior Demolition, Inc., for a Credit to Omit the Removal of a Concrete Walkway at Woodworth-Monroe TK-8 Academy of Excellence

12.c.13. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Interior Demolition, Agreement No. C17/18-059, Relocatable Classroom Demolition at Bennett-Kew Elementary School and Woodworth-Monroe Academy of Excellence

12.c.14. Approval of Change Order No. 2 to Agreement No. C18/19-027 with Astro Painting for Exterior Wall Painting in the Pool Room at Morningside High School

12.c.15. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Astro Painting, Agreement No. C18/19-027, Morningside High School Interior Pool Room Painting Project

12.c.16. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Howard Construction, Agreement No. C18/19-014, Beulah Payne Elementary School Modular Foundation Installation

12.c.17. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Kya Services, LLC., Agreement No. C17/18-062, Oak Elementary School New Playground

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12.c.18. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Kya Services, LLC., Agreement No. C17/18-050, Highland Elementary School New Playground

12.c.19. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Cartier Electric, Agreement No. C17/18-053, Electrical Upgrade of the Communications Room in the Information Technology Department

12.c.20. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Orravan Mechanical, Agreement No. C17/18-055, Installation of a New Cooling Tower at Worthington Elementary School

**12.d. EDUCATIONAL SERVICES**

12.d.1. Approval of Service Agreement with Advanced Classroom Technologies to Provide Repair and Maintenance Services on all Prometheans (Whiteboards) for the Fiscal Year 2018-2019 at La Tijera Charter School Academy of Excellence TK-8

12.d.2. Ratification of Consultant Agreement with Eugene Jacquez to Provide Psychological Services for Fiscal Year 2018-2019

12.d.3. Approval of the Williams Lawsuit Settlement Fourth Quarterly Report on Uniform Complaints for F/Y 2017-2018

12.d.4. Approval of the Williams Lawsuit Settlement First Quarterly Report on Uniform Complaints for F/Y 2018-2019

12.d.5. Ratification of License Agreement for Beyond SST Between the Inglewood Unified School District and San Joaquin County Office of Education for FY 2018-2019

12.d.6. Ratification of Consultant Agreement with Direct Path Therapeutic Services to Provide Speech and Language Services for Fiscal Year 2018-2019

12.d.7. Approval of 2 Year Service Agreement with ACCO Brands to Provide Repair and Maintenance Services to the Laminator for the Fiscal Year 2018-2019 and Fiscal Year 2019-2020 at LaTijera Charter School Academy of Excellence TK-8

12.d.8. Approval to Add LA Stadium Premiere Center to the Approved Field Trip List for the 2018-2019 Fiscal Year

12.d.9. Approval to Add Los Angeles Dodger Stadium to the Approved Field Trip List for the 2018-2019 Fiscal Year

**12.e. STATE ADMINISTRATOR**

12.e.1. Approval to Call for Nominations to the 2019 CSBA's Delegate Assembly, Region 24

**13. APPROVAL OF MINUTES**

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13.a. Minutes of the State Administrator's Regular Board of Education Meeting Held on November 7, 2018

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

**15. STATE ADMINISTRATOR REMARKS**

**16. NEXT MEETING - January 16, 2019**

**17. 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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7.a. Conference with Legal Counsel-Anticipated Litigation (Pursuant to Government Code Section 54956.9 [a][b][c][2][3]:

7.a.1. Settlement - Case No. BC603479

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- 11.e. AB 139 Extraordinary Audit by Los Angeles County Office of Education
- 11.f. 2018-2019 First Interim Report

**12. CONSENT CALENDAR/ACTION ITEMS**

**12.a. HUMAN RESOURCES DIVISION**

**12.a.1. Amend Classified Salary Schedules to Comply with Industrial Welfare Commission (IWC) Order MW-2014 (Increase Minimum Wage to \$12.00 to be Effective January 1, 2019)**

**Recommended Motion:**

Administration recommends that the State Administrator amend salary schedules to comply with Industrial Welfare Commission (IWC) Order MW-2014, increasing minimum wage to \$12.00 per hour, effective January 1, 2019.

**Rationale:**

In April of 2016, the Governor of the State of California signed into law, Senate Bill 3 (SB 3), which will eventually raise the statewide minimum wage to \$15.00 per hour. This amended law provided for seven stepped statewide increases of the minimum wage. The remaining increase to the minimum wage include:

| <b>Date</b>     | <b>26 or More<br/>Employees</b> | <b>25 or Fewer<br/>Employees</b> |
|-----------------|---------------------------------|----------------------------------|
| January 1, 2019 | \$12.00                         | \$11.00                          |
| January 1, 2020 | \$13.00                         | \$12.00                          |
| January 1, 2021 | \$14.00                         | \$13.00                          |
| January 1, 2022 | \$15.00                         | \$14.00                          |
| January 1, 2023 | \$15.00                         | \$15.00                          |



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These increases to the minimum wage can be delayed or suspended by the Governor, based on certain economic determinations. Each July, during the period above, the California Director of Finance will determine whether economic conditions can support the scheduled minimum wage increase.

Beginning in 2022, potential annual increases in the minimum wage for the following calendar year will be calculated by August 1 of each year by the California Department of Finance. These future increases will be automatic unless economic conditions or new legislation dictates a change.

At this time, the increases of minimum wage from \$11.00 to \$12.00 per hour has been ordered and impacts the classifications of Noon Duty Aide, Child Care Aide and Food Service Assistant I, Food Service Assistant II, and Food Service Assistant III. It is recommended that the wages of Noon Duty Aide and Child Care Aide be increased to \$12.00 per hour. The current steps of Food Service Assistants area as follows:

Food Service Assistant I/Business Clerk (Schedule 4, Range 19): Step 1 \$11.00, Step 2 \$11.04, Step 3 \$11.51, Step 4 \$12.04, and Step 5 \$12.54 per hour.

Food Service Assistant II/Bus Attendance (Schedule 4, Range 21): Step 1 \$11.04, Step 2 \$11.51, Step 3 \$12.04, Step 4 \$12.54, and Step 5 \$13.03 per hour.

Food Service Assistant III (Schedule 4, Ranch 23): Step 1 \$11.51, Step 2 \$12.04, Step 3 \$12.54, Step 4 \$13.03, and Step 5 \$13.69 per hour.

Effective January 1, 2019, Business Clerk, Bus Attendance, and Food Service Assistant I, II, and III steps below \$12.00 will be increased to \$12.00.

IMPLICATION: By approving this action, the District will be in compliance with the order to increase the minimum wage effective January 1, 2019.

**Financial Impact:**

There will be a fiscal impact to the General Fund:

- Noon Duty Aide increased from \$11.00 per hour to \$12.00 per hour
- Child Care Aide increased from \$11.00 per hour to \$12.00 per hour
- Business Clerk, Bus Attendance, and Food Service Assistant I, II and III various steps increased to \$12.00 per hour

**12.a.2. Ratification of Change in Substitute Teacher Compensation for Long-term Assignments and Completion of Professional Development, Effective November 1, 2018**

**Recommended Motion:**

Administration recommends that the State Administrator ratify the change in substitute teacher pay as follows: long-term substitute teacher pay rate of \$165.00 applies to assignments of 20 consecutive days or more in the assignment and the rate applies to the first day in the assignment; substitute teachers daily rate is increased by \$5 per day for each day of IUSD substitute teacher designated

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professional development that they attend, up to two days per year, effective November 1, 2018.

**Rationale:**

School Districts throughout California are experiencing a shortage in substitute teacher coverage. In an effort to be competitive with local school districts, the following changes to substitute teacher compensation is recommended:

**Long-term Assignments**

We have found that while our daily rate of pay is competitive in the area, a number of local districts have shortened the required number of days that a substitute works continuously in one assignment to receive the higher daily long-term rate. The current structure in IUSD is substitute teachers receive the long-term substitute rate (\$165.00 per day) when the assignment has extended for 30 days and this rate does not apply until the 31st day. The recommended change is to shorten the length of time in the assignment to 20 days and pay them retroactively to the 1st day in the long-term assignment.

**Professional Development for Substitute Teachers**

Human Resources and Educational Services are design a training program that will provide two days of professional development annually for substitute teachers in the areas of classroom management, attendance taking, positive behavior intervention systems (PBIS), and other related topics. To incentivize their participation in the training, it is recommended that substitute teachers be paid an increase of \$5 per day (from \$145 to \$150 per day) when a substitute attends one day of training and an increase of \$10 per day (from \$145 to \$155 per day) when they attend two days of training. This training will increase the quality of substitute teacher services while also increasing substitute pay to be more competitive with neighboring districts.

**Financial Impact:**

The total cost of this increase is approximately \$50,000 annually, which would be paid out of general funds and various categorical funds that pay for substitute teacher coverage.

**12.a.3. Approval to Renew Agreement with First Capitol Consulting Inc. to Provide Affordable Care Act Cost Minimization Services**

**Recommended Motion:**

Administration recommends that the State Administrator approve to renew the agreement with First Capitol Consulting, Inc. to provide Affordable Care Act Cost Minimization services related to the Patient Protection and Affordable Care Act, service package 4, effective January 1, 2019 and shall remain in effect until the last deliverable service for the 2024 IRS reporting year is completed by First Capitol Consulting Inc., at an amount not to exceed \$75,000 per reporting year.

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**Rationale:**

The State Administrator must approve all renewal of contracts. As a result of the Patient Protection and Affordable Care Act, employers are mandated to prepare and submit reports to IRS and notifications to employees. Organizations will be fined if the regulations related to this are not followed. Inglewood Unified School District has been contracting with First Capitol Consulting Inc. to provide Affordable Care Act minimization services related to the Patient Protection and Affordable Care Act since October 2015 to present. Throughout this period, IUSD has continued to meet the regulations of the Act, preparing and submitting the necessary reports to IRS and notifications to employees.

By approving this contract, the District will be able to secure the same rate (\$4.00 per employee) for up to five years and continue to meet the reporting requirements and related data management of the Patient Protection and Affordable Care Act.

**Financial Impact:**

The total cost of the contract will not exceed \$75,000 per fiscal year and be paid by General Fund.

**Attachments:**

Agreement with First Capitol Consulting Inc.

**12.a.4. Approval to Employ Teachers on Basis of Variable Term Waivers and a Provisional Intern Permit for the 2018-2019 School Year**

**Recommended Motion:**

Administration recommends that the Interim State Administrator approve to employ Teachers on the basis of a Variable Term Waiver and a Provisional Intern Permit for the 2018-2019 School Year.

**Rationale:**

The State Administrator must approve all hiring based on a variable term waiver and Provisional Intern Permit requests. The California Commission on Teacher Credentialing authorizes the issuance of a Variable Term Waiver for Ed Code 44253.3 to allow time for an individual to meet the California requirements for an English Learner authorization and T5 80021.1 to allow time to meet the requirements of the initial issuance of the Provisional Intern Permit.

**Variable Term Waiver:**

Alesia Mayfield - CLAD Permit

Eric Wilhite - CLAD Permit

Lee Cameron, Substitute Teacher - Educational Specialist Instruction Credential, Mild/Moderate

**Provisional Intern Permit:**

Miranda Holt - Educational Specialist Instruction Credential, Mild/Moderate

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By approving these requests, the District will be able to be in compliance with California state teacher credential requirements.

**Financial Impact:**

These teacher will be paid based on the credentialed Teachers' and Day to Day Substitute Salary Schedule, respectively.

**12.a.5. Certificated Personnel Roster**

**Attachments:**

Certificated Roster 12.5.2018

**12.a.6. Classified Personnel Roster**

**Attachments:**

Classified Roster 12.5.2018

**12.b. BUSINESS SERVICES DIVISION**

**12.b.1. Approval/Ratification of Purchase Orders in the Amount of \$5,910,060.95 Issued October 1, 2018, through October 31, 2018**

**Recommended Motion:**

Administration recommends that the State Administrator approve/ratify purchase orders in the amount of \$5,910,060.95 issued October 1, 2018, through October 31, 2018.

**Rationale:**

All purchase orders must be ratified/approved by the State Administrator. Below is a summary of purchase order issued from October 1, 2018, through October 31, 2018:

|                                  |                              |                |
|----------------------------------|------------------------------|----------------|
| Fund 01.0 General Fund           | P400043 through PTR30237AC = | \$5,910,060.95 |
| Fund 01.2 La Tijera Sub Fund     | P400225 through PTR_40043 =  | \$ 3,605.25    |
| Fund 01.9 City Honors Sub Fund   | P400231 through PTR_40081 =  | \$ 4,381.74    |
| Fund 11.0 Adult Education Fund   | P400227 through PCT_4103 =   | \$ 5,320.06    |
| Fund 12.0 Child Development Fund | P400263 through POB_40170 =  | \$ 20,249.57   |
| Fund 13.0 Cafeteria Fund         | P400259 through PTR_40072 =  | \$ 29,647.72   |

**Financial Impact:**

\$5,910,060.95

**Attachments:**

Board PO Report October 2018

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

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**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.

Approval of this item supports the following FCMAT standard:

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

**Financial Impact:**

The estimated cost of \$8,299 will be paid with Vocational/Technical Education Act Funds and Supplemental/Concentration Grant Funds.

**Attachments:**

Convention & Travel 12.5.2018

**12.b.3. Approval of Vendor and Payroll Warrant Resolution No. 17/2018-2019, in the Amount of \$9,004,338.72 for the Month of October 2018**

**Recommended Motion:**

Administration recommends that the State Administrator approve Vendor and Payroll Warrant Resolution No. 17/2018-2019, in the amount of \$9,004,338.72 for the month of October 2018.

**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 October 2018 are \$9,004,338.72.

**Attachments:**

Resolution No. 17/2018-2019

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

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**Recommended Motion:**

Administration recommends that the State Administrator accept the attached donations on behalf of the students and educational programs of the District.

**Rationale:**

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

**Financial Impact:**

None

**Attachments:**

Donations 12.5.2018

**12.b.5. Adopt the 2018-2019 First Interim Budget Financial Report**

**Recommended Motion:**

Administration recommends that the State Administrator adopt the 2018-2019 First Interim Budget Financial Report.

**Rationale:**

Education Code (EC) Section 42131 requires each school district to certify at least twice a year the district's ability to meet its financial obligations for the remainder of the current and two subsequent fiscal years. The district will submit the First Interim report for the period ending October 31, 2018. The governing board, based on the information in the interim report, is required to adopt and file a certification of financial solvency with the Los Angeles County Office of Education. The County Superintendent will, in turn, review the financial report and the amended budget and transmit to the governing board a written notification of their review.

Based upon the finances as reviewed in the First Interim Report, the administration is recommending the filing of a qualified certification of financial solvency by the State Administrator.

**Financial Impact:**

None

**Attachments:**

2018-19 First Interim Report

**12.b.6. Approval of 2018-2019 Budget Revisions**

**Recommended Motion:**

Administration recommends that the State Administrator approve the 2018-2019 budget revisions.

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**Rationale:**

All budget adjustments must be approved by the State Administrator.  
IMPLICATION: By approving this request, staff will be able to make necessary revisions to the 2018-19 Adopted Budget as receipt of new funding, funding adjustments, donations, etc., occur throughout the fiscal year.  
Approval of this item supports the following FCMAT Standard:  
Financial Management 6.2 Legal Standard - Budget Adoption, Reporting, and Audits  
5.2 Professional Standard - Budget Development Process

**Financial Impact:**

As shown in the attached budget adjustment summaries.

**12.b.7. Approval to Purchase One Replacement 2018 Ford Transit Van from South Bay Ford for Use by the Food Services Department**

**Recommended Motion:**

Administration recommends that the State Administrator authorize the purchase of one replacement vehicle, 2018 Ford 250 MR Cargo Van, from South Bay Ford for use by the Food Services Department.

**Rationale:**

All vehicle purchases must be approved by the State Administrator. The Food Service Department currently has a passenger van that is being used for the delivery of meals to all sites. This vehicle has safety flaws that cannot be repaired effectively or retrofitted for proper transportation of food items.  
The usage of the new vehicle will be exclusively for school food service.

**Financial Impact:**

The cost of \$46,065.08 will be paid with Cafeteria Funds.

**Attachments:**

Quote for 2018 Ford Van

**12.b.8. Ratification of Amendment No. 2 to the Agreement for Consultant Services with CliftonLarsonAllen LLP to Extend the Term of the Agreement from July 31, 2018 to October 31, 2018, to Prepare Financial Statements in Compliance with Generally Accepted Accounting Principles as Required by the State Controller's Office**

**Recommended Motion:**

Administration recommends that the State Administrator ratify Amendment No. 2 to the Agreement for Consultant Services with CliftonLarsonAllen LLP to extend the contract term from July 31, 2018 to October 31, 2018, to prepare financial statements in compliance with generally accepted accounting principles as required by the State Controller's Office.

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**Rationale:**

All amendments to agreements must be approved by the State Administrator. On May 9, 2018, the State Administrator approved a professional services agreement with CliftonLarsonAllen LLP to provide compilation of the District's 2016-17 financial statements and note disclosures as required by the State Controller's Office.

The purpose of Amendment No. 2 is extend the term of the agreement from July 31, 2018 to October 31, 2018 in order to complete the financial statements in compliance with generally accepted accounting principles and to assist the District as needed in responding to the State Controller s Office regarding the financial reporting package.

**Financial Impact:**

There is no additional cost to the District for this amendment.

**Attachments:**

Amendment No. 2 Clifton Larson Allen LLP

**12.b.9. Approval to Renew the Membership with Super Commodity Co-Op for F/Y 2019-20 for the Food Services Program**

**Recommended Motion:**

Administration recommends that the State Administrator approve to renew the membership to the Super Commodity Co-Op for F/Y 2019-20 for the Food Services Program.

**Rationale:**

All memberships must be approved by the State Administrator. Santa Clarita Valley School Food Services Agency is the Lead Agency of the Super Co-Op and is given authority to contract for USDA Foods and related services on behalf of Member Districts. Membership in this organization will provide discounts of United States Department of Agriculture (USDA) commodity processed food items for the District's Food Service Program.

The membership also provides:

1. Eligibility for receipt of United States Department of Agriculture donated commodity foods (USDA Foods) as determined by the California Department of Education, Nutrition Services Division.
2. Entitlement and Fair Share of USDA Foods, based on the Total Lunches Served (TLS)



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**Financial Impact:**

The cost of \$2,000 will be paid with Cafeteria Funds.

**Attachments:**

Super Co-Op Membership Renewal

**12.b.10. Ratification of Amendment No. 1 to the Agreement Dated June 21, 2018 with Edlio For Website Solutions, Effective October 11, 2018**

**Recommended Motion:**

Administration recommends that the State Administrator approve the ratification of Amendment No. 1 to the Agreement Dated June 21, 2018 with Edlio For Website Solutions, Effective October 11, 2018.

**Rationale:**

All amendments to contracts must be approved by the State Administrator. On October 11, 2018 the State Administrator approved the Agreement Dated June 21, 2018 with Edlio to provide a cloud-based, fully supervised, secure website hosting solution and technical support to all sites, except the Child Development Center (CDC). Amendment No. 1 will include website hosting solution services for CDC.

**Financial Impact:**

The additional cost of \$724.32 will be paid with Public Relations General Funds.

**Attachments:**

Amendment No. 1 Edlio 12.5.2018

**12.b.11. Approval of the 2017-2018 Annual Developer Fee Expenditure Report**

**Recommended Motion:**

Administration recommends that the State Administrator approve the 2017-2018 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.

**Summary of Government Code Section 66006(b)(1)(a)**

For each separate account or fund established the local agency shall, within 180 days after the last day of each fiscal year.

A justification study is required whenever a district wants to charge or increase developer fees. IUSD's last justification study was in the 2017-18 School year. At that time the study justified fees at the then current rates of \$3.10-\$3.79 and \$0.008-\$0.08-\$0.61.

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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 2017-18 were:

July 1, 2017 to June 30, 2018

\$3.10-\$3.60 Residential

\$0.08-\$0.61 Commercial

The beginning balance as of July 1, 2017 \$1,009,765

The fees collected:

Residential/Commercial \$227,327

The interest collected: \$4,996

Total revenue \$232,323

Ending Balance: June 30, 2018 \$1,242,088

**Financial Impact:**

None

**Attachments:**

Developer Fee Report 2017-18

**12.b.12. Ratification of Service Agreement with CI Solutions to Provide On Site Preventative Maintenance for the ID badge Machine in the School Police Department**

**Recommended Motion:**

Administration recommends that the State Administrator approve the service agreement with CI Solutions to provide on-site preventative maintenance to ID badge machine in the School Police Department.

**Rationale:**

All agreements must be approved by the State Administrator. CI Solutions will provide on-site preventative maintenance for the identification badge machine in the school police department.

The School Police Department provides identification badges for IUSD employees.

**Financial Impact:**

The cost not to exceed \$2,385 will be paid with General Funds.

**Attachments:**

CI Solutions

**12.b.13. Ratification of Service Agreement with Alert One to Provide Ongoing Monitoring of District-wide Alarm Systems**

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**Recommended Motion:**

Administration recommends that the State Administrator ratify the service agreement with Alert One to provide ongoing monitoring of District-wide Alarm Systems for FY 2018-19.

**Rationale:**

All agreements must be approved by the State Administrator. Alert One manages the monitoring of the District's alarms to ensure facilities are secured and provides early warning notifications to School Police and/or the City of Inglewood Police Department when intrusion alarms are activated. This service is provided 24/7 and notifications to School Police are made when alarms are activated and not properly disarmed. This proposed contract is on a month-to-month basis and is a necessary requirement to protect the assets of the District.

By approving this request, the District will have the coverage necessary to ensure an armed police response is satisfied for activated alarms across the District.

Additionally, Alert One responds to service requests when necessary, as well as making requested administrative changes in the alarm systems to ensure authorized employees are able to arm and disarm alarms as required.

**Financial Impact:**

The annual cost of \$54,000 (\$4,500 per month) to monitor 44 systems in the District will be paid with General Funds.

**Attachments:**

Alert One Service Agreement 2018-2019

**12.b.14. Approval of Agreement with School Services of California Inc., to Provide an Organizational, Efficiency, and Comparative Staffing Review as Required by AB 1840**

**Recommended Motion:**

Administration recommends that the State Administrator approve the Agreement with School Services of California, Inc., to provide an organizational, efficiency, and comparative staffing review as required by AB 1840.

**Rationale:**

All agreements must be approved by the State Administrator. AB 1840 requires that the District perform certain operational reviews. The scope of the Organizational, Efficiency, and Comparative Staffing Review will include the Educational Services (excluding Special Education), Fiscal Services, Human Resources, and Maintenance and Operations departments.

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**Financial Impact:**

The cost not to exceed \$62,700 plus expenses will be paid with General Funds. If additional meetings or presentations are required that are not described in the attached contract, a charge of \$310 per hour, per consultant will be billed in addition to actual and reasonable expenses.

**Attachments:**

School Services of California

**12.c. MEASURE GG AND FACILITIES**

**12.c.1. Approval/Ratification of Fund 21.1 Purchase Orders in the Amount of \$612,755.26 issued October 1, 2018, through October 31, 2018**

**Recommended Motion:**

Administration recommends that the State Administrator approve/ratify Fund 21.1 purchase orders in the amount of \$612,755.26 issued October 1, 2018, through October 31, 2018.

**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 /<br>Measure GG | PMGG_20177 through PMGG_20196 = \$612,755.26 |
|-----------|-------------------------------|----------------------------------------------|

**Financial Impact:**

\$612,755.26

**Attachments:**

Facilities PO Report October 2018

**12.c.2. Approval of Resolution No. 16/2018-2019, Adoption of California Environmental Quality Act (CEQA) Notice of Exemption (NOE) for the Woodworth-Monroe Academy of Excellence**

**Recommended Motion:**

Administration recommends that the State Administrator approve Resolution No. 16/2018-2019, Adoption of California Environmental Quality Act (CEQA) Notice of Exemption (NOE) for the Woodworth-Monroe Academy of Excellence.

**Rationale:**

All Board Resolutions must be approved by the State Administrator. The District desires to improve the quality of education at the Woodworth-Monroe Academy of Excellence School facilities through removal of and replacement of portable classrooms with the installation of approximately seventeen (17) modular classroom buildings, three new lunch canopies, the installation of upgraded HVAC systems on

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existing structures, the restriping of outdoor sport and game lines and the removal of an existing play structure;

The Project will be built within existing school grounds and would not change the capacity or enrollment of Woodworth-Monroe Academy of Excellence. Projects that involve minor additions to existing schools within existing school grounds where the addition does not increase original student capacity by more than 25% or ten classrooms, whichever is less, are exempt from the California Environmental Quality Act (CEQA) under Section 15314 of the CEQA Guidelines.

**Financial Impact:**

The estimated cost for filing the notice with the County of Los Angeles is \$150 and will be paid with Measure GG Funds.

**Attachments:**

Resolution No. 16/2018-2019

**12.c.3. Ratification to Authorize to Apply and Secure Grant Funding from Kaboom for a New Playground Structure in the Kindergarten Playground Area at Oak Street Elementary School**

**Recommended Motion:**

Administration recommends that the State Administrator ratify to authorize to apply and secure grant funding from Kaboom for a new playground structure in the kindergarten playground area at Oak Street Elementary School.

**Rationale:**

All applications for grants must be approved by the State Administrator. Staff is seeking approval to apply for the Kaboom Community-Built Playground Grant to replace the current play structure in the kindergarten area at Oak Street Elementary School.

If the District is awarded this grant with Kaboom the District will be responsible for the removal of the current play structure and will receive a new upgraded play structure for the kindergarten students at the site.

Approval of this item supports the following FCMAT standards:

Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

If awarded, the District will receive a new play structure (estimated value: \$45,000-\$60,000).

The approximate cost of \$10,000 for the removal of the old playground structure will be paid with General Maintenance Funds.

**Attachments:**

Kaboom Grant

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**12.c.4. Approval of Agreement No. C18/19-057 with Ninyo and Moore to Provide Geotechnical, Materials Testing and Inspection Services at Woodworth-Monroe Academy of Excellence for the New Modular Classroom Project**

**Recommended Motion:**

Administration recommends that the State Administrator approve Agreement No. C18/19-057 with Ninyo and Moore to provide geotechnical, materials testing and inspection services at Woodworth-Monroe Academy of Excellence for the new Modular Classroom Project.

**Rationale:**

All agreements must be approved by the State Administrator. Ninyo and Moore will provide Geotechnical, material testing and Inspection testing for the new Modular Classrooms at Woodworth-Monroe Academy of Excellence.

Ninyo and Moore will review the project plans, specification and complete Division of State Architecture (DSA) PR-1301 construction oversight process inspection requirement forms and submittals for the Woodworth-Monroe Academy of Excellence New Classroom Modulares.

District staff sent out a formal Request for Proposals for this project the results were:

| Vendor                   | Submittal Price | Comments                                       |
|--------------------------|-----------------|------------------------------------------------|
| All American Inspections | \$25,200        | Proposal did not provide Geotechnical Services |
| Converse Consultants     | \$88,058        | Proposal did not provide Geotechnical Services |
| Ninyo & Moore            | \$135,998       | Proposal accepted                              |

Approval of this item supports the following FCMAT standard:  
Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

The cost of \$135,998 will be paid with Measure GG Funds.

**Attachments:**

C18/19-057 Ninyo & Moore Woodworth Monroe Modulares

**12.c.5. Approval of Agreement No. C18/19-058 with TYR for Inspection of Records (IOR) Services for the New Modular Classrooms at Woodworth-Monroe Academy of Excellence**

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**Recommended Motion:**

Administration recommends that the State Administrator approve Agreement No. C18/19-058 with TYR for Inspection of Records (IOR) Services for the New Modular Classrooms at Woodworth-Monroe Academy of Excellence.

**Rationale:**

All agreements must be approved by the State Administrator. TYR will provide Inspection of Records (IOR) Services throughout the progress of the New Modular Classroom Project at Woodworth-Monroe Academy of Excellence. TYR is currently providing Division of State Architecture (DSA) required IOR services for the Beulah Payne Los Angeles World Airport (LAWA) project and will split his time between both projects, which allowed the District to save approximately \$35,000 on this required service. District staff sent out a formal Request for Proposals for this project the results were:

| <b>Vendor</b>             | <b>Submittal Price</b> |
|---------------------------|------------------------|
| TYR                       | \$105,798              |
| Knowland Construction     | \$140,448              |
| American Engineering Labs | \$148,200              |

Approval of this item supports the following FCMAT standard:  
 Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

The cost of \$105,798 will be paid with Measure GG Funds.

**Attachments:**

C18/19-058 TYR IOR Services for Monroe Modulares

**12.c.6. Approval of Agreement No. C18/19-059 with Ellis Environmental for Hazardous Material Testing Services for the Morningside High School Los Angeles World Airport (LAWA) Project**

**Recommended Motion:**

Administration recommends that the State Administrator approve Agreement No. C18/19-059 with Ellis Environmental for hazardous material testing services for the Morningside High School Los Angeles World Airport (LAWA) Project.

**Rationale:**

All agreements must be approved by the State Administrator. Ellis Environmental will provide hazardous material testing and reporting for the Morningside High School Los Angeles World Airport (LAWA) Project.

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District staff sent out a formal Request for Proposals for this project the results were:

| <b>Vendor</b>       | <b>Submittal Price</b> |
|---------------------|------------------------|
| Ellis Environmental | \$26,004.50            |
| Alta Environmental  | \$38,006               |
| ACT Environmental   | \$204,448              |

Approval of this item supports the following FCMAT standard:  
 Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

The cost of \$26,004.50 (Includes \$94.50 in reimbursable expenses) will be paid with LAWA Funds.

**Attachments:**

C18/19-060 Ellis Environmental Morningside High School LAWA Project

**12.c.7. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Great Western Installations, Agreement No. C17/18-061, New Playground Resurfacing and Apparatus at Bennett-Kew Elementary School**

**Recommended Motion:**

Administration recommends that the State Administrator approve the filing of the Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Great Western Installations, Agreement No. C17/18-061, new playground resurfacing and apparatus at Bennett-Kew Elementary School located at 11710 S. Cherry Avenue Inglewood, CA 90303.

**Rationale:**

All notices of completion and acceptance of work with the Los Angeles County Recorder's Office must be approved by the State Administrator. At its May 10, 2018 regular board meeting, the State Administrator entered into an agreement with Great Western Installations, for the installation of a new playground at Oak Elementary School. The work was completed on August 28, 2018, and there are no liens or stop notices against the contractor or project.

In accordance with and as required by subdivision (a) of California Civil Code, Section 8412 and 8414, release the District from liability for Lien and/or Stop Notice actions related to this Project and complies with directives contained in California Civic Code, Section 8180-8190 the District will file a Notice of Completion and Acceptance of Work for a completion date of August 28, 2018.



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Additionally, approval to file the Notice of Completion and Acceptance of Work for this Project will allow the District to release any retention payments withheld from Contractor, as per the original contract documents.

Approval of this item supports the following FCMAT standard:  
Facilities Management Standard - 2.3, Facility Planning  
Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

The estimated cost for filing the notice with the County is \$20 and will be paid with Measure GG funds.

**Attachments:**

NOCC17/18-061 Great Western Installations Bennett Kew

**12.c.8. Approval of Agreement No. C18/19-061 with Alta Environmental to Provide Hazardous Material Testing Services for the Oak Street Elementary School Los Angeles World Airport (LAWA) Project**

**Recommended Motion:**

Administration recommends that the State Administrator approve Agreement No. C18/19-061 with Ellis Environmental to provide hazardous material testing services for the Oak Street Elementary School LAWA Project.

**Rationale:**

All agreements must be approved by the State Administrator. Alta Environmental will provide required hazardous material testing and reporting for the Oak Street Elementary School LAWA Project.

District staff sent out a formal Request for Proposals for this project the results were:

| <b>Vendor</b>       | <b>Proposal Price</b> |
|---------------------|-----------------------|
| Alta Environmental  | \$ 9,897.25           |
| Ellis Environmental | \$ 10,225.80          |
| ACT Environmental   | \$ 14,838.75          |

**Financial Impact:**

The cost of \$9,897.25 will be paid with Los Angeles World Airport (LAWA) Funds.

**Attachments:**

C18/19-061 Alta Oak LAWA Hazardous Material Testing

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**12.c.9. Approval of Agreement No. C18/19-062 with Axiom Group to Install a Gate in the Pool Room at Morningside High School**

**Recommended Motion:**

Administration recommends that the State Administrator approve Agreement No. C18/19-062 with Axiom Group to install a gate in the pool room at Morningside High School.

**Rationale:**

All agreements must be approved by the State Administrator. Axiom Group will install a new gate in the pool room at Morningside High School that will enclose the existing wall opening that was used to provide access to contractors on site painting the interior of the room.

District staff sent out a formal Request for Proposals (RFP). Below are the results of the RFP:

| <b>Vendor</b>    | <b>Proposal Price</b>    |
|------------------|--------------------------|
| Axiom Group      | \$ 4,800.00              |
| XactBuilds, Inc. | \$ 18,122.52             |
| Precision        | Did not provide proposal |

Approval of this item supports the following FCMAT standard:  
 Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

The cost of \$4,800 will be paid with General Maintenance Funds.

**Attachments:**

C18/19-062 Axiom Group MHS Pool Room Gate

**12.c.10. Approval of Agreement No. C18/19-064 with Architects McDonald, Soutar & Paz Inc., to Provide Department of State Architecture (DSA) Project Closeout Services for Project # A-03-110509 at Morningside High School**

**Recommended Motion:**

Administration recommends the State Administrator approve Agreement No. C18/19-064 with Architects McDonald, Soutar & Paz Inc., to provide Department of State Architecture (DSA) project closeout services for Project # A-03-110509 at Morningside High School.

**Rationale:**

All agreements must be approved by the State Administrator. Architects McDonald, Soutar & Paz (MSP) will provide architect of record closeout services for DSA project # A03-110509 at Morningside High School.

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In order to closeout DSA projects at the site referenced above Architects McDonald, Soutar & Paz (MSP) will provide a final verified report and post inspection of this project to include a site visit, resolution of change orders/change documents, site survey and notations of any deviations from DSA approved plans at Morningside High School.

Approval of this item supports FCMAT standard:  
 Facilities Modernization Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

The cost of \$7,000 will be paid with Measure GG Funds.

**Attachments:**

C18/19-064 MSP Architects MHS DSA Closeout Services

**12.c.11. Approval of Amendment No. 1 to Agreement No. C17/18-030 with Ninyo and Moore to Continue to Provide Geotechnical & Environmental Science Inspections for the Beulah Payne Los Angeles World Airport (LAWA) Project**

**Recommended Motion:**

Administration recommends the State Administrator approve Amendment No. 1 to Agreement No. C17/18-030 with Ninyo and Moore to continue to provide Geotechnical & Environmental science inspections for the Beulah Payne Los Angeles World Airport (LAWA) Project.

**Rationale:**

All amendments must be approved by the State Administrator. Ninyo and Moore will continue to provide special inspection and testing services that are required by the Division of State Architecture (DSA) for the current Los Angeles World Airport (LAWA) project at Beulah Payne Elementary School.

This amendment is necessary due to unanticipated testing and inspection services associated with the construction of concrete floors for the new modular classrooms that were installed at the school site.

Approval of this item supports FCMAT standard:  
 Facilities Modernization Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

|                          | <b>Contract Amount</b> | <b>Board Approval Date</b> |
|--------------------------|------------------------|----------------------------|
| Original Contract Amount | \$10,808               | December 6, 2017           |
| Amendment No. 1          | \$6,136                | December 5, 2018           |

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The additional cost of \$6,136 will be paid with LAWA Funds.

**Attachments:**

C17/18-038 Amendment No. 1 with Ninyo and Moore

**12.c.12. Approval of Change Order No. 3 to Agreement No. C17/18-059 with Interior Demolition, Inc., for a Credit to Omit the Removal of a Concrete Walkway at Woodworth-Monroe TK-8 Academy of Excellence**

**Recommended Motion:**

Administration recommends that the State Administrator approve Change Order No. 3 to Agreement No. C17/18-059 with Interior Demolition, Inc., for a credit to omit the removal of a concrete walkway at Woodworth-Monroe TK-8 Academy of Excellence.

**Rationale:**

All Change Orders must be approved by the State Administrator. In May 2018, Agreement No. C17/18-059 with Interior Demolition was approved for the removal of relocatable classrooms at Bennett-Kew Elementary School and Woodworth-Monroe TK-8 Academy of Excellence. Change Order No. 3 is a credit adjustment to omit the removal of a concrete walkway at the site.

Approval of this item supports the following FCMAT standard:

Facilities Management Standard - 1.8, School Safety

Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

|                                                                                    |              |
|------------------------------------------------------------------------------------|--------------|
| The Original Contract Sum was                                                      | \$321,168.00 |
| Net Change Previously Authorized Requests and Changes                              | (\$8,432.96) |
| The Contract Sum Prior to This Change Order was                                    | \$312,735.04 |
| The Contract Sum Will Be Increased                                                 | (\$787.50)   |
| The New Contract Sum Including This Change Order to be paid with Measure GG Funds. | \$311,948.54 |

**Attachments:**

Change Order No. 3 to Agreement No. C17/18-058 Interior Demo

**12.c.13. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Interior Demolition, Agreement No. C17/18-059, Relocatable Classroom Demolition at Bennett-Kew Elementary School and Woodworth-Monroe Academy of Excellence**

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**Recommended Motion:**

Administration recommends that the State Administrator approve the filing of the Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Interior Demolition., Agreement No. 17/18-059, relocatable classroom demolition at Bennett-Kew Elementary School and Woodworth-Monroe Academy of Excellence located at 10711 S. 10th Avenue Inglewood, CA 90303 and 11710 S. Cherry Avenue Inglewood, CA 90303.

**Rationale:**

All notices of completion and acceptance of work with the Los Angeles County Recorder's Office must be approved by the State Administrator. At its May 30, 2018 regular board meeting, the State Administrator entered into an agreement with Interior Demolition, for relocatable classroom demolition at Bennett-Kew Elementary School and Woodworth-Monroe Academy of Excellence. The work was completed on November 8, 2018, and there are no liens or stop notices against the contractor or project.

In accordance with and as required by subdivision (a) of California Civil Code, Section 8412 and 8414, release the District from liability for Lien and/or Stop Notice actions related to this Project and complies with directives contained in California Civic Code, Section 8180-8190 the District will file a Notice of Completion and Acceptance of Work for a completion date of November 8, 2018. Additionally, approval to file the Notice of Completion and Acceptance of Work for this Project will allow the District to release any retention payments withheld from Contractor, as per the original contract documents.

Approval of this item supports the following FCMAT standard:

Facilities Management Standard - 2.3, Facility Planning

Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

The estimated cost for filing the notice with the County is \$20 and will be paid with Measure GG Funds.

**Attachments:**

NOC C17/18-059 Interior Demolition

**12.c.14. Approval of Change Order No. 2 to Agreement No. C18/19-027 with Astro Painting for Exterior Wall Painting in the Pool Room at Morningside High School**

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**Recommended Motion:**

Administration recommends that the State Administrator approve Change Order No.2 to Agreement No. C18/19-027 with Astro Painting for Exterior Wall Painting in the Pool Room at Morningside High School.

**Rationale:**

All Change Orders must be approved by the State Administrator. On September 6, 2018 the State Administrator approved Agreement No. C18/19-027 with Astro Painting for the interior painting of the pool room at Morningside High School. During the construction process District staff identified the exterior brick wall on the newly painted interior of the pool room should also be painted to fully complete the project.

Change Order No. 2 will allow Astro Painting to complete exterior painting of the red brick wall and painting of a small shed outside the pool room building. The areas to be painted will also be power washed, prepped, primed, and painted using Vista's SB Primer and Carefree Finishes.

Approval of this item supports FCMAT standard:  
Facilities Modernization Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

|                                                        |              |
|--------------------------------------------------------|--------------|
| The Original Contract Sum                              | \$ 89,000.00 |
| Net Change by Previously Authorized Change Order No. 1 | \$ 13,800.00 |
| The Contract Sum Prior to this Change Order was        | \$102,800.00 |
| Change Order No. 2                                     | \$ 6,200.00  |
| The Contract Sum will be Increased                     | \$109,000.00 |

The amount of \$6,200 for Change Order No. 2 will be paid with Maintenance Redevelopment Funds.

**Attachments:**

C18/19-027 Astro Painting Change Order No. 2

**12.c.15. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Astro Painting, Agreement No. C18/19-027, Morningside High School Interior Pool Room Painting Project**

**Recommended Motion:**

Administration recommends that the State Administrator approve the filing of the Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Astro Painting, Agreement No. C18/19-027, Morningside High School Interior Pool Room Painting Project.

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**Rationale:**

All notices of completion and acceptance of work with the Los Angeles County Recorder's Office must be approved by the State Administrator. At its September 6, 2018, special board meeting, the State Administrator entered into an agreement with Astro Painting for interior painting of the pool room at Morningside High School. The work was completed on December 5, 2018, and there are not any liens or stop notices against the contractor or project.

In accordance with and as required by subdivision (a) of California Civil Code, Section 8412 and 8414, release the District from liability for Lien and/or Stop Notice actions related to this Project and complies with directives contained in California Civic Code, Section 8180-8190 the District will file a Notice of Completion and Acceptance of Work for a completion date of December 5, 2018. Additionally, approval to file the Notice of Completion and Acceptance of Work for this Project will allow the District to release any retention payments withheld from Contractor, as per the original contract documents.

Approval of this item supports the following FCMAT standard:

Facilities Management Standard - 2.3, Facility Planning

Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

The estimated cost for filing the notice with the County is \$20 and will be paid with Measure GG Funds.

**Attachments:**

NOC Astro Painting C18/19-027 MHS Pool Room Painting Project

**12.c.16. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Howard Construction, Agreement No. C18/19-014, Beulah Payne Elementary School Modular Foundation Installation**

**Recommended Motion:**

Administration recommends that the State Administrator approve the filing of the Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Howard Construction, Agreement No. C18/19-014, Beulah Payne Elementary School Modular Foundation located at 215 W. 94th Street., Inglewood, CA 90301.

**Rationale:**

All notices of completion and acceptance of work with the Los Angeles County Recorder's Office must be approved by the State Administrator. At its June 20, 2018, regular board meeting, the State Administrator entered into an agreement with Howard Construction for the foundation of the modulars that were installed at

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Beulah Payne Elementary School. The work was completed on November 7, 2018, and there are no liens or stop notices against the contractor or project.

In accordance with and as required by subdivision (a) of California Civil Code, Section 8412 and 8414, release the District from liability for Lien and/or Stop Notice actions related to this Project and complies with directives contained in California Civic Code, Section 8180-8190 the District will file a Notice of Completion and Acceptance of Work for a completion date of November 7, 2018.

Additionally, approval to file the Notice of Completion and Acceptance of Work for this Project will allow the District to release any retention payments withheld from Contractor, as per the original contract documents.

Approval of this item supports the following FCMAT standard:  
Facilities Management Standard - 2.3, Facility Planning  
Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

The estimated cost for filing the notice with the County is \$20 and will be paid with Measure GG funds.

**Attachments:**

NOC Howard Construction C18/19-027 Payne Modular Foundation

**12.c.17. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Kya Services, LLC., Agreement No. C17/18-062, Oak Elementary School New Playground**

**Recommended Motion:**

Administration recommends that the State Administrator approve the filing of the Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Kya Services, LLC., Agreement No. C17/18-062, new playground at Oak Elementary School located at 633 S. Oak Street Inglewood, CA 90301.

**Rationale:**

All notices of completion and acceptance of work with the Los Angeles County Recorder's Office must be approved by the State Administrator. At its May 9, 2018 regular board meeting, the State Administrator entered into an agreement with Kya Services, LLC., for the installation of a new playground at Oak Elementary School. The work was completed on September 28, 2018, and there are no liens or stop notices against the contractor or project.



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In accordance with and as required by subdivision (a) of California Civil Code, Section 8412 and 8414, release the District from liability for Lien and/or Stop Notice actions related to this Project and complies with directives contained in California Civic Code, Section 8180-8190 the District will file a Notice of Completion and Acceptance of Work for a completion date of November 7, 2018. Additionally, approval to file the Notice of Completion and Acceptance of Work for this Project will allow the District to release any retention payments withheld from Contractor, as per the original contract documents.

Approval of this item supports the following FCMAT standard:

Facilities Management Standard - 2.3, Facility Planning

Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

The estimated cost for filing the notice with the County is \$20 and will be paid with Measure GG funds.

**Attachments:**

NOC C17.18.062 Kya Group Oak Playground

**12.c.18. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Kya Services, LLC., Agreement No. C17/18-050, Highland Elementary School New Playground**

**Recommended Motion:**

Administration recommends that the State Administrator approve the filing of the Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Kya Services, LLC., Agreement No. C17/18-050, New Playground at Highland Elementary School located at 430 Venice Way Inglewood, CA 90301.

**Rationale:**

All notices of completion and acceptance of work with the Los Angeles County Recorder's Office must be approved by the State Administrator. At its March 8, 2018 regular board meeting, the State Administrator entered into an agreement with Kya Services, LLC., for the installation of a new playground at Highland Elementary School. The work was completed on August 28, 2018, and there are no liens or stop notices against the contractor or project.

In accordance with and as required by subdivision (a) of California Civil Code, Section 8412 and 8414, release the District from liability for Lien and/or Stop Notice actions related to this Project and complies with directives contained in California Civic Code, Section 8180-8190 the District will file a Notice of Completion and Acceptance of Work for a completion date of August 28, 2018.

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Additionally, approval to file the Notice of Completion and Acceptance of Work for this Project will allow the District to release any retention payments withheld from Contractor, as per the original contract documents.

Approval of this item supports the following FCMAT standard:  
Facilities Management Standard - 2.3, Facility Planning  
Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

The estimated cost for filing the notice with the County is \$20 and will be paid with Measure GG Funds.

**Attachments:**

NOC C17/18-050 Kya Group Highland Playground

**12.c.19. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Cartier Electric, Agreement No. C17/18-053, Electrical Upgrade of the Communications Room in the Information Technology Department**

**Recommended Motion:**

Administration recommends that the State Administrator approve the filing of the Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Cartier Electric, Agreement No. C17/18-053, Electrical Upgrade of the Communications Room in the Information Technology Department.

**Rationale:**

Authorization to file Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office must be approved by the State Administrator. At its May 10, 2018 regular board meeting, the State Administrator entered into an agreement with Cartier Electric, for an Electrical Upgrade of the Communications Room in the Information Technology Department. The work was completed on September 15, 2018, and there aren't any liens or stop notices against the contractor or project.

In accordance with and as required by subdivision (a) of California Civil Code, Section 8412 and 8414, release the District from liability for Lien and/or Stop Notice actions related to this Project and complies with directives contained in California Civil Code, Section 8180-8190 the District will file a Notice of Completion and Acceptance of Work for the completion date of September 15, 2018. Additionally, approval to file the Notice of Completion and Acceptance of Work for this project will allow the District to release any retention payments withheld from Contractor, as per the original contract documents.

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Approval of this item supports the following FCMAT standards:  
Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

The cost for filing this notice with the County is estimated not to exceed \$20 and will be paid with Measure GG Funds.

**Attachments:**

NOC C17/18-053 Cartier Electric 12.5.18

**12.c.20. Approval to File a Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Orravan Mechanical, Agreement No. C17/18-055, Installation of a New Cooling Tower at Worthington Elementary School**

**Recommended Motion:**

Administration recommends that the State Administrator approve the filing of the Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office for Orravan Mechanical, Agreement No. C17/18-055, installation of a new cooling tower at Worthington Elementary School.

**Rationale:**

Authorization to file Notice of Completion and Acceptance of Work with the Los Angeles County Recorder's Office must be approved by the State Administrator. At its May 10, 2018 regular board meeting, the State Administrator entered into an agreement with Orravan Mechanical, for an installation and replacement of the cooling tower at Worthington Elementary School. The work was completed on September 7, 2018, and there aren't any liens or stop notices against the contractor or project.

In accordance with and as required by subdivision (a) of California Civil Code, Section 8412 and 8414, release the District from liability for Lien and/or Stop Notice actions related to this Project and complies with directives contained in California Civil Code, Section 8180-8190 the District will file a Notice of Completion and Acceptance of Work for the completion date of September 7, 2018. Additionally, approval to file the Notice of Completion and Acceptance of Work for this project will allow the District to release any retention payments withheld from Contractor, as per the original contract documents.

Approval of this item supports the following FCMAT standards:  
Facilities Management Standard - 3.1, Facilities Improvement and Modernization

**Financial Impact:**

The cost for filing this notice with the County is estimated not to exceed \$20 and will be paid with Measure GG Funds.

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**Attachments:**

NOC Orravan Mechanical 12.5.18

**12.d. EDUCATIONAL SERVICES**

**12.d.1. Approval of Service Agreement with Advanced Classroom Technologies to Provide Repair and Maintenance Services on all Prometheans (Whiteboards) for the Fiscal Year 2018-2019 at La Tijera Charter School Academy of Excellence TK-8**

**Recommended Motion:**

Administration recommends that the State Administrator approve the service agreement with Advanced Classroom Technologies to provide repair and maintenance services on all prometheans (whiteboards) for the fiscal year 2018-2019 at La Tijera Charter School Academy of Excellence TK-8.

**Rationale:**

All service agreements must be approved by the State Administrator. Advanced Classroom Technologies will provide repair and maintenance services on all prometheans (whiteboards) so that each teacher has a properly functioning Promethean board for instruction.

This item supports LCAP Goal 1.2: To ensure that all La Tijera students will have access to instructional materials and technology to provide a broad course of study designed to meet A-G requirements.

**Financial Impact:**

The cost not to exceed \$1,320 will be paid with Supplemental & Concentration Funds.

**Attachments:**

Advanced Classroom Technologies - LaTijera 18-19

**12.d.2. Ratification of Consultant Agreement with Eugene Jacquez to Provide Psychological Services for Fiscal Year 2018-2019**

**Recommended Motion:**

Administration recommends that the State Administrator ratify the consultant agreement with Eugene Jacquez, effective November 13, 2018 through June 30, 2019.

**Rationale:**

All consultant agreements must be approved by the State Administrator. Eugene Jacquez will provide Psychological services to Inglewood Unified School students. Psychological services include assessments, observations, report writing and IEP meetings attendance.

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By approving this request Inglewood Unified School District will be in compliance with the State and Federal mandates as well as adhering to Special Education Students IEP.

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 \$56,000 will be paid with Special Education Funds.

**Attachments:**

Eugene Jacquez 18-19

**12.d.3. Approval of the Williams Lawsuit Settlement Fourth Quarterly Report on Uniform Complaints for F/Y 2017-2018**

**Recommended Motion:**

Administration recommends that the State Administrator approve the Williams Lawsuit Settlement Fourth Quarterly Report on Uniform Complaints for F/Y 2017-2018.

**Rationale:**

All quarterly reports on Williams Complaints must be approved by the State Administrator. No Williams Complaints were filed during the fourth quarter reporting period.

By approving this request, the District will be in compliance with all reporting requirements with the Los Angeles County Office of Education and the State of California.

This item supports FCMAT (July 2017 Review) in the following: Facilities Management Standard 1.8 School Safety

**Financial Impact:**

There is no impact to the General Fund.

**Attachments:**

Williams Report 4th Quarter 2017-2018

**12.d.4. Approval of the Williams Lawsuit Settlement First Quarterly Report on Uniform Complaints for F/Y 2018-2019**

**Recommended Motion:**

Administration recommends that the State Administrator approve the Williams Lawsuit Settlement First Quarterly Report on Uniform Complaints for F/Y 2018-2019.

**Rationale:**

All quarterly reports on Williams Complaints must be approved by the State Administrator. One Williams Complaint was filed during the first quarter reporting period.

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The complaint was filed as parents perceived there was a teacher vacancy. Education Code Section 35186 defines a teacher vacancy as a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

During the first three to four weeks of the school year, the District reviews staffing and enrollment to determine if any classes need to be added or closed, based on enrollment. At the beginning of the school year a substitute was assigned to the Parent School, as there was a concern that there may be the need for an additional 4<sup>th</sup> grade teacher due to enrollment. The substitute served the first two weeks of the school year. On September 5, 2018, it was determined that an additional 4<sup>th</sup> grade class was needed at Parent and on September 6, 2018, a substitute teacher with the appropriate clear multiple subject teaching credential was placed in this assignment while the district recruited for the position. The fully-credentialed substitute was ultimately hired to fill the vacancy.

By approving this request, the District will be in compliance with all reporting requirements with the Los Angeles County Office of Education and the State of California.

This item supports FCMAT (July 2017 Review) in the following: Facilities Management Standard 1.8 School Safety and Professional Standard 3.9 Employee Recruitment/Selection.

**Financial Impact:**

There is no impact to the General Fund.

**Attachments:**

Williams Report 1st Quarter 2018-2019

**12.d.5. Ratification of License Agreement for Beyond SST Between the Inglewood Unified School District and San Joaquin County Office of Education for FY 2018-2019**

**Recommended Motion:**

Administration recommends that the State Administrator ratify the License Agreement for Beyond SST with San Joaquin County Office of Education.

**Rationale:**

All License Agreements must be approved by the State Administrator. Inglewood Unified School District shall contract with a professionally trained consultant to purchase school site software licenses for Beyond SST, a full-featured system for

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formulating, updating, tracking, storing and reporting interventions and action plans for students in need of individualized support services.

**Financial Impact:**

The cost not to exceed \$8,700 will be paid with Title I Funds.

**Attachments:**

SST-504 Agreement - Inglewood USD

**12.d.6. Ratification of Consultant Agreement with Direct Path Therapeutic Services to Provide Speech and Language Services for Fiscal Year 2018-2019**

**Recommended Motion:**

Administration recommends that the State Administrator ratify the consultant agreement with Direct Path Therapeutic Services, effective November 13, 2018 through June 30, 2019.

**Rationale:**

All consultant agreements must be approved by the State Administrator. Direct Path Therapeutic Services will provide speech and language services to Inglewood Unified School students per IEP or settlements. Speech and Language services include treatment sessions, consultations, screenings, assessments and attendance in IEP meetings.

By approving this request Inglewood Unified School District will be in compliance with the State and Federal mandates as well as adhering to Special Education Students IEP.

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 \$20,000 will be paid with Special Education Funds.

**Attachments:**

Direct Path Therapeutic Services 18-19

**12.d.7. Approval of 2 Year Service Agreement with ACCO Brands to Provide Repair and Maintenance Services to the Laminator for the Fiscal Year 2018-2019 and Fiscal Year 2019-2020 at LaTijera Charter School Academy of Excellence TK-8**

**Recommended Motion:**

Administration recommends that the State Administrator approve the 2 year service agreement with ACCO Brands to provide repair and maintenance services to the laminator for fiscal year 2018-2020 at LaTijera Charter School Academy of Excellence TK-8.

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**Rationale:**

All service agreements must be approved by the State Administrator. ACCO Brands will provide repair and maintenance service to the laminator so that teachers and staff have access to a working laminator for instruction and to create a welcoming learning space.

This item supports LCAP Goal 1.2 to ensure that all LaTijera students will have access to instructional materials and technology to provide a broad course of study designed to meet A-G requirements.

**Financial Impact:**

The cost not to exceed \$717.60 will be paid with Supplemental & Concentration Funds.

**Attachments:**

Acco Brands - LaTijera Service Agreement 18-20

**12.d.8. Approval to Add LA Stadium Premiere Center to the Approved Field Trip List for the 2018-2019 Fiscal Year**

**Recommended Motion:**

Administration recommends that the State Administrator approve to add the LA Stadium Premiere Center to the approved field trip list for the 2018-2019 fiscal year.

**Rationale:**

All field trips must be approved by the State Administrator. By approving this request the L.A. Stadium Premier Center will be added to the Approved Field Trip List.

The L.A. Stadium Premiere Center is located at 12035 Waterfront Dr., 4th floor, Los Angeles, CA 90094 and it is the headquarters for the Rams National Football League Organization. This will give an opportunity for students to participate in additional educational activities

**Financial Impact:**

There is no fiscal impact to the General Fund.

**Attachments:**

LA Stadium Premiere Center

**12.d.9. Approval to Add Los Angeles Dodger Stadium to the Approved Field Trip List for the 2018-2019 Fiscal Year**

**Recommended Motion:**

Administration recommends that the State Administrator approve to add the Los Angeles Dodger Stadium to the approved field trip list for the 2018-2019 fiscal year.



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**Rationale:**

All field trips must be approved by the State Administrator. By approving this request the Los Angeles Dodger Stadium will be added to the Approved Field Trip List.

Worthington Elementary has been invited to attend the Dodgers Foundation Holiday Party at Dodger Stadium. This invitation has been extended for students who participated in the Science of Baseball curriculum.

The Children s Holiday Party will occur on the field at Dodger Stadium on Wednesday, December 12 from 8:30am 2:00pm.

Sixty 3rd grade students and chaperones will be participating in the Science of Baseball program.

The Los Angeles Dodger Stadium is located at 1000 Vin Scully Avenue, Los Angeles, CA, 90012. This will give an opportunity for students to participate in additional educational activities

**Financial Impact:**

There is no fiscal impact to the General Fund.

**12.e. STATE ADMINISTRATOR**

**12.e.1. Approval to Call for Nominations to the 2019 CSBA's Delegate Assembly, Region 24**

**Recommended Motion:**

Administration recommends that the State Administrator approve to call for nominations to the 2019 CSBA's Delegate Assembly, Region 24.

**Rationale:**

All call for nominations to CSBA's Delegate Assembly must be approved by the State Administrator. Each year, member boards elect representative to the California School Boards Association's Delegate Assembly. The Delegate Assembly is a vital link in the Association's governance and sets the general policy direction. Working with member boards, the Board of Directors, and Executive Committee, Delegates ensure that the Association promotes the interest of California's school districts and county offices of education.

Nomination and candidate biographical sketch forms for CSBA's Delegate Assembly are now being accepted until Monday, January 7, 2019.

Elected Delegates serve a two-year term beginning April 1, 2019 through March 31, 2021. There are two required Delegate Assembly meetings each year. In 2019, the

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dates are May 18-19 in Sacramento and November 4-5 in San Diego. District eligible to appoint a member of their board to the Delegate Assembly will receive a separate communication from CSBA.

**Financial Impact:**

None

**Attachments:**

Call for Nominations to the 2019 CSBA's Delegate Assembly

**13. APPROVAL OF MINUTES**

**13.a. Minutes of the State Administrator's Regular Board of Education Meeting Held on November 7, 2018**

**Attachments:**

Minutes, November 7, 2018

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

**15. STATE ADMINISTRATOR REMARKS**

**16. NEXT MEETING - January 16, 2019**

**17. ADJOURNMENT**