

MINUTES OF THE REGULAR MEETING OF THE  
GOVERNING BOARD OF THE  
BUENA PARK SCHOOL DISTRICT  
SEPTEMBER 11, 2017

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72 hours before the meeting are available for public inspection at  
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The Agenda and all corresponding exhibits are available online 72 hours before  
the meeting at  
[www.bpsd.k12.ca.us](http://www.bpsd.k12.ca.us)

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by the President, Mrs.  
Rochelle Smith.

FLAG SALUTE

MEMBERS PRESENT

Mrs. Rochelle Smith; Mr. Samuel Van Hamblen; Mrs. Barbara Michel;  
Mrs. Irene Castaneda (absent); Mrs. Tharwa Ahmad.

ADMINISTRATION

Mr. Gregory Magnuson, Superintendent; TBD, Assistant  
Superintendent, Administrative Services; Dr. Ramon Miramontes,  
Assistant Superintendent, Educational Services; Mrs. Carma Cordray,  
Executive Assistant.

I. APPROVAL OF AGENDA

Mr. Hamblen made the motion, seconded by Mrs. Michel, to  
approve the agenda.

AYES: 4; NOES: 0; ABSENT: 1.

The president declared the motion carried, and ordered it so  
recorded in the minutes.

Minutes, September 11, 2017 (Continued)

II. APPROVAL OF MINUTES

.01 MINUTES OF THE REGULAR MEETING OF AUGUST 28, 2017

Agenda Exhibit A.

Mrs. Michel made the motion, seconded by Mr. Hamblen, to approve the Minutes of the Regular Meeting of August 28, 2017.

AYES: 3; NOES: 0; ABSTAIN: 1; ABSENT: 1.

Roll Call Vote: Ayes: Hamblen, Michel, Smith  
Abstain: Ahmad  
Absent: Castaneda

The president declared the motion carried, and ordered it so recorded in the minutes.

.02 MINUTES OF THE SPECIAL MEETING OF SEPTEMBER 6, 2017

Agenda Exhibit B.

Mr. Hamblen made the motion, seconded by Mrs. Michel, to approve the Minutes of the Special Meeting of September 6, 2017.

AYES: 3; NOES: 0; ABSTAIN: 1; ABSENT: 1.

Roll Call Vote: Ayes: Hamblen, Smith, Michel  
Abstain: Ahmad  
Absent: Castaneda

The president declared the motion carried, and ordered it so recorded in the minutes.

III. HEARING SESSION

BPTA President Karen Musurlian welcomed new Board member Tharwa Ahmad. Principal Erik Bagger thanked the Board for enabling the Management Team to reestablish the ACSA Charter and encouraged all administrators to participate.

IV. PROGRAMS AND REPORTS

.01 ARTHUR F. COREY SCHOOL REPORT

Arthur F. Corey School Principal Valerie Connolly recognized eight students for exemplifying the District's core ethical values. Destinee Sarpy, Tatiana Carrillo, Benjamin Lanning, Julia Labrador, Ivan Martinez, Nikki Albano, Afsana Shahriar, and Joshua Labrador received certificates of recognition from the Governing Board.

Minutes, September 11, 2017 (Continued)

IV. PROGRAMS AND REPORTS (Continued)

.01 ARTHUR F. COREY SCHOOL REPORT (Continued)

Principal Valerie Connolly and staff members' MaryLee Adair, Lisa Earhart, Lisa Neve and Jan Kitchen presented a report on Balanced Literacy at Corey School. Staff shared the six components of Balanced Literacy which include 1) Reading Workshop, 2) Writing Workshop, 3) Interactive Real Aloud, 4) Small Group Instruction, 5) Word Study/Interactive Writing Language Wall, and 6) Shared Reading/Grand Conversation. Staff teach focused and coherent curriculum with effective direct instruction, clear and prioritized lessons that incorporate checking for understanding, and opportunities for authentic literacy.

VIII. ACTION CALENDAR

SUPERINTENDENT/HUMAN RESOURCES

.01 INTERDISTRICT TRANSFER REQUEST: TERREMOANA ALAPATI

Mr. Hamblen made a motion to deny the interdistrict transfer request for Terremoana Alapati, no second was received so the motion failed. Mrs. Michel then made a motion to approve the interdistrict transfer request, seconded by Mrs. Smith.

AYES: 3; NOES: 1; ABSENT: 1.

Roll Call Vote: Ayes: Ahmad, Smith, Michel  
 Noes: Hamblen  
 Absent: Castaneda

The president declared the motion carried, and ordered it so recorded in the minutes.

ADMINISTRATIVE SERVICES

.02 APPROVAL OF 2016-17 UNAUDITED ACTUALS

Agenda Exhibit C.

Education Code Section 42100 requires that on or before September 15, the governing board of each school district shall approve, in a format prescribed by the Superintendent of Public Instruction, an annual statement of all receipts and expenditures of the district for the preceding fiscal year and shall file the statement with the county superintendent of schools.

Minutes, September 11, 2017 (Continued)

ADMINISTRATIVE SERVICES (Continued)

.02 APPROVAL OF 2016-17 UNAUDITED ACTUALS (Continued)

As part of the 2013-14 State Adopted Budget, the Revenue Limit funding model was replaced with LCFF. LCFF revenues for 2016-17 totaled \$44,191,055 with the District transferring out \$350,000 from the LCFF to support the Deferred Maintenance Plan.

Salaries and benefit expenditures totaled \$47,325,854 or 83.9% of General Fund expenditures. For 2016-17 employee benefit expenses totaled \$13,782,688, a \$1,897,212 increase from 2015-16 total employee benefit expenditures of \$11,885,476. Increases were driven by STRS, PERS, and Medical costs. Non-salary expenditures totaled \$9,054,368 or 16.1% of General Fund expenditures compared to 2015-16 expenditures of \$8,977,239 or 16.9%. Between 2015-16 and 2016-17, non-salary expenditures maintained relatively steady with an increase of \$77,129, below a 1% increase. Categorical carryover and deferred income totals in the amount of \$2,163,941 and special designations for restricted and unrestricted programs are included in the 2016-17 Unaudited Actual expenses and General Fund balance. Program carryover balances from the 2016-17 year will be reapportioned to the appropriate expenditure categories prior to the 2017-18 First Interim Report. General Fund encroachment was \$7,188,795, including the District's contribution to the Routine Restricted Maintenance Account (RRMA). The sources of repayment for the District's long term debt are from the General Fund and the Special Reserve Fund.

The 2016-17 Unaudited Actuals reflect an overall net decrease in Fund Balance of \$593,153 and an unrestricted decrease of \$203,459. The restricted program has a decrease of \$389,694. The District ended the 2016-17 fiscal year with a General Fund ending balance of \$8,177,457 comprised of restricted ending balance in the amount of \$1,464,071 and an unrestricted balance of \$6,713,386. The unrestricted ending fund balance is comprised of \$55,000 in revolving cash and \$4,178,108 in unrestricted designated reserves for Kid Connection, Instructional Materials, Other Post-Employment Benefits under GASB 45, and 2015-16 One-time Discretionary Funds reserved for future use. The Designation for Economic Uncertainties for 2016-17 totals \$2,462,588 and at a 4.37% of total operating expenditures exceeds the mandated 3% reserve requirement for economic uncertainty.

Minutes, September 11, 2017 (Continued)

ADMINISTRATIVE SERVICES (Continued)

- .02 APPROVAL OF 2016-17 UNAUDITED ACTUALS (Continued)  
Mrs. Michel made the motion, seconded by Mr. Hamblen, that the Governing Board approve the 2016-17 Unaudited Actuals.

AYES: 4; NOES: 0; ABSENT: 1.

The president declared the motion carried, and ordered it so recorded in the minutes.

- .03 RESOLUTION #17-03: STATE BUILDING FUNDS APPLICATION

Agenda Exhibit D.

Buena Park School District is eligible to apply for new construction and modernization project funds from the State School Building Program. The District agrees to pay its match of the total costs of the project, unless the District qualifies for financial hardship funding, of which the District may only have to pay a portion or none of its share. The District certifies that the exact plans and specifications (P & S) for the project will be approved by the Department of State Architecture (DSA) and California Department of Education (CDE) prior to requesting final apportionment.

Mr. Hamblen made the motion, seconded by Mrs. Ahmad, that the Governing Board approve Resolution #17-03: State Building Funds Applications.

AYES: 4; NOES: 0; ABSENT: 1.

The president declared the motion carried, and ordered it so recorded in the minutes.

- .04 RESOLUTION #17-04: ADOPTING THE GANN LIMIT

Agenda Exhibit E.

In November 1979, the California electorate did adopt Proposition 4, commonly known as the Gann Amendment, which added Article XIII-B to the California Constitution. The provisions of the Article establish maximum appropriation limits, commonly called "Gann Limits" for public agencies including school districts. The Governing Board declares that the calculations and documentation for 2016-17 and 2017-18 fiscal year Gann Limits are made in accordance with applicable constitutional and statutory law, and that the appropriations in the 2016-17 and 2017-18 fiscal years' Budget do not exceed the limitations imposed by Proposition 4.

Minutes, September 11, 2017 (Continued)

ADMINISTRATIVE SERVICES (Continued)

- .04 RESOLUTION #17-04: ADOPTING THE GANN LIMIT (Continued)  
Mr. Hamblen made the motion, seconded by Mrs. Michel, that the Governing Board approve Resolution #17-04: Adopting the GANN Limit.

AYES: 4; NOES: 0; ABSENT: 1.

The president declared the motion carried, and ordered it so recorded in the minutes.

VI. DISCUSSION CALENDAR

- .01 Board Policy Adoption/Review/Revision/Deletion
- BP0000 Vision (adopt) (Magnuson)
  - BP0100 Philosophy (adopt) (Magnuson)
  - BP2140 Evaluation of the Superintendent (revise) (Magnuson)
  - BB9400 Board Self-Evaluation (revise) (Magnuson)

Agenda Exhibit F.

The Governing Board considered the listed Board policies for adoption/review/revision/deletion and indicated changes where necessary. Indicated changes will be made and the policies will be included on the Consent Calendar for approval on the next Board agenda.

Governing Board members requested Board policies 0000 Vision and 0100 Philosophy be included as topics of discussion at the Board Retreat.

- .02 Governing Board Retreat  
Mr. Magnuson shared a list of potential discussion topics for an upcoming Governing Board Retreat and solicited input from the Board members. Discussion was held regarding the date for the Retreat and the Board reached consensus to hold the retreat on October 14, 2017.

VII. CONSENT CALENDAR

- .01 REMOVAL OF ITEMS FROM CONSENT CALENDAR  
No items were removed from the consent calendar.
- .12 APPROVAL OF CONSENT CALENDAR  
Mr. Hamblen made the motion, seconded by Mrs. Michel, that the Governing Board approve Consent Calendar Items .02 through .11, according to the Education Code.

AYES: 4; NOES: 0; ABSENT: 1.

The president declared the motion carried, and ordered it so recorded in the minutes.

Minutes, September 11, 2017 (Continued)

VII. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #17-18-05

Agenda Exhibit G.

CERTIFICATED PERSONNEL

I. NEW HIRES (Ratification)

The following certificated employee has been selected for hire effective as indicated for the 2017-18 school year, subject to contract stipulations, employment conditions, and, if applicable, grant requirements. Position is 1.0 FTE unless otherwise indicated.

Bonner, Kathleen - 09/06/2017  
School Psychologist #080106D003

The following certificated substitutes have been selected for hire effective as indicated below:

Castaneda, Nancy - 09/12/2017  
Substitute Teacher

Loera, Ashley - 08/31/2017 (Ratification)  
Substitute Teacher

Nguyen, Jamie - 08/31/2017 (Ratification)  
Substitute Teacher

Yarbrough, Connor - 08/31/2017 (Ratification)  
Substitute Teacher

II. SEPARATION

#0800002347 - 08/28/2017  
Substitute Teacher

CLASSIFIED PERSONNEL

I. CHANGES OF ASSIGNMENT

Bone, Lyndsey - 09/12/2017

Current Assignment(s):

Substitute Instructional Assistant

Substitute Playground Supervisor

Add: Substitute Library Clerk

Minutes, September 11, 2017 (Continued)

VII. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #17-18-05 (Continued)

CERTIFICATED PERSONNEL (Continued)

I. CHANGES OF ASSIGNMENT (Continued)

Buchanan, Mary - 09/12/2017

Current Assignment(s):

Instructional Assistant II  
- Special Education (Moderate) #081160E005  
Substitute Instructional Assistant  
Substitute Typist Clerk  
Substitute Playground Supervisor  
Substitute Custodian

Add: Substitute Library Clerk

Estrada, Chantel - 09/12/2017

Current Assignment(s):

Instructional Assistant I  
- (Kindergarten) #081158P001  
Playground Supervisor #081137P004  
Instructional Assistant I  
- (AVID) #081121J003 (short term)  
Substitute Instructional Assistant  
Substitute Playground Supervisor

Add: Substitute Library Clerk

Frusteri, Angela - 09/12/2017

Current Assignment(s):

Instructional Assistant I  
- (Kindergarten) #081158P003  
Playground Supervisor #081137P006  
Substitute Instructional Assistant  
Substitute Playground Supervisor

Add: Substitute Library Clerk

Kelley, Amie - 09/12/2017

Current Assignment(s):

Instructional Assistant III  
- Special Education (Moderate) #081160E006  
Substitute Instructional Assistant  
Substitute Secretary  
Substitute Typist Clerk  
Substitute Playground Supervisor

Add: Substitute Library Clerk



Minutes, September 11, 2017 (Continued)

VII. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #17-18-05 (Continued)

CERTIFICATED PERSONNEL (Continued)

I. CHANGES OF ASSIGNMENT (Continued)

Kleizo, Stacia - 09/12/2017

Current Assignment(s):

Instructional Assistant II  
 - Special Education #081124D002  
 Playground Supervisor #081137C005  
 Substitute Instructional Assistant  
 Substitute Typist Clerk  
 Substitute Playground Supervisor

Add: Substitute Library Clerk

Ortega, Marilu - 09/12/2017

Current Assignment(s):

Instructional Assistant  
 - Computer Lab #081122E001  
 Substitute Instructional Assistant  
 Substitute Playground Supervisor

Add: Substitute Library Clerk

II. SEPARATION

#0800002299 - 08/28/2017

Classified Substitute

#0800002259 - 09/05/2017

Classified Substitute

#0800002265 - 09/05/2017

Classified Substitute

#0800002232 - 09/18/2017

Classified Substitute

#0800002371 - 09/18/2017

Classified Substitute

III. CURRICULUM WORK

Additional Hours for ASES Program Support

In order to assist the ASES program with the organization and monitoring of documents, assessments, and translations, additional hours are periodically needed in the 2017-18 school year. Classified employees will provide assistance and will be paid the current hourly rate of pay (a range of \$20.52 - \$33.28, depending on job classification, including benefits), for a total not to exceed \$5,000, payable from ASES funds.

Minutes, September 11, 2017 (Continued)

VII. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #17-18-05 (Continued)

CERTIFICATED PERSONNEL (Continued)

III. CURRICULUM (Continued)

Childcare for Parent Meetings and ESL Classes, Beatty School

Parent meetings and workshops are held throughout the school year to provide parents with information on helping their students succeed in school. ESL classes are also provided for parents by the North Orange County Community College District at Beatty School throughout the school year. Childcare will be needed for parent meetings/workshops/ESL classes throughout the 2017-18 school year. Classified employees will provide child care services and will be paid the current hourly rate of pay (a range of \$20.52 - \$33.28, depending on job classification, includes benefits), not to exceed \$6,500, payable from Beatty School's Title I funds.

.03 CONFERENCE/TRAVEL ACTION REPORT

Agenda Exhibit H.

October 3, 2017 - "How Multicultural Tolerance Strengthen Family Participation" - E. Claudio  
 October 5, 2017 - "Unraveling the Mystery of School Finance" - R. Palomino, R. Miramontes  
 October 5, 2017 - "Administrative Conundrums: Program Problems & Solutions" - L. Smock, TBD  
 October 16-17, 2017 - "Great Minds Institute, Eureka Math-Southern CA" - D. Clark, R. Benedetto, D. Staniford, K. Sherman, L. Sipes, J. Goldgorin, J. Solomon  
 October 21, 2017 - "School Bus Driver Workshop" - E. Aviles, G. Cervantes, C. Khong, A. Perez

.04 INTER-DISTRICT TRANSFERS, 2017-2018

Agenda Exhibit I.

Permits granted to date: In: 140  
 Out: 182

.05 BUSINESS SERVICES REPORT

Agenda Exhibit J.

a. Purchase Orders dated 08/29/17-09/11/17 were approved in the total amount of \$1,571,773.71.

Minutes, September 11, 2017 (Continued)

VII. CONSENT CALENDAR (Continued)

.06 CONTRACT/SERVICE AGREEMENT(S) NO. 252

Agenda Exhibit K.

Contract #: 17-19  
 Contractor: Orange County Department of Education  
 Site Dept. Manager: L. Smock  
 New Contract/Amendment: Amendment

Description of Services: Increase special education services or related services for District students with special needs. (Ratification)

Contract Period: July 1, 2016 - June 30, 2017  
 Funding Source: Special Education  
 Total Expenditure: Increase Not to Exceed \$79,905  
 Agreement Total  
 Not to Exceed \$1,213,485

.07 GIFT ACCEPTANCE: SCHOOLSFIRST FEDERAL CREDIT UNION (\$600.00)

Agenda Exhibit L.

SchoolsFirst Federal Credit Union, Ms. Kristin Crelin, P.O. Box 11547, Santa Ana, California, 92711-1547, donated a check for \$600.00 which was used to Support the District-Wide TEAMS Picnic held on August 17, 2017.

.08 NOTICE OF COMPLETION: LETNER ROOFING COMPANY (BID #17-07)

Agenda Exhibit M.

<u>NOTICE OF COMPLETION</u> September 11, 2017	
BPJH ROOFING INSTALLATION BID #17-07 PER SPECIFICATIONS	
CONTRACTOR:	LETNER ROOFING CO. 1490 N. Glassell Street Orange, CA 92867
AMOUNT OF CONTRACT:	\$51,000.00
CHANGE ORDER:	\$0.0
TOTAL CONTRACT:	\$51,000.00

.09 INTERDISTRICT TRANSFER REQUEST: PRESTON MARTIN

Minutes, September 11, 2017 (Continued)

VII. CONSENT CALENDAR (Continued)

.10 INTERDISTRICT TRANSFER REQUEST: SHAUN VAREN LILES

.11 INTERDISTRICT TRANSFER REQUEST: SARAI CHENEY

VIII. BOARD COMMENTS

Board members welcomed Tharwa Ahmad to the Board and are looking forward to her participation.

Mrs. Smith reminded everyone to "Remember 9-11."

Mr. Magnuson shared information regarding the CSBA Roadshow at the Orange County Department of Education on September 27, the Orange County School Boards Association/ACSA Joint Dinner Meeting on October 4, and the Annual Giving Children Hope Gala on October 7.

IX. INFORMATION/CORRESPONDENCE

.01 Information/Correspondence

- Orange County Board of Education: Back to School Marks a Time To Reaffirm Shared Values

Agenda Exhibit N.

Mr. Jack Bedell, President, Orange County Board of Education, provided a copy of his letter to the Orange County Register entitled, "Back to school marks a time to reaffirm shared values."

.02 2017-2018 Major Topics for the Governing Board

Agenda Exhibit O.

The Governing Board reached consensus on scheduling a Governing Board Retreat on October 14, 2017.

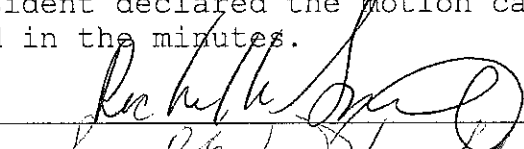

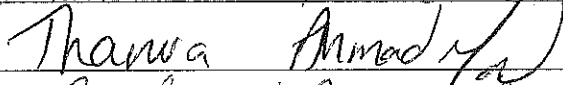
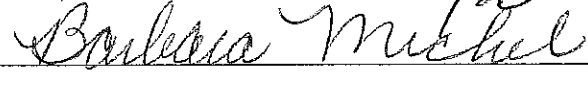
Minutes, September 11, 2017 (Continued)

X. ADJOURNMENT

At 6:06 p.m., Mrs. Michel made the motion, seconded by Mrs. Ahmad, that the Governing Board adjourn the meeting.

AYES: 4; NOES: 0; ABSENT: 1.

The president declared the motion carried, and ordered it so recorded in the minutes.

	President
	Clerk
	Member
	Member
_____	Member