

La Mesa-Spring Valley School District

Board of Education

April 16, 2013

Our Purpose

To Inspire Learning and Respect

Our Vision

**La Mesa-Spring Valley School District is a
community of life-long learners who engage in
continuous improvement and contribute positively to
a global society, within a safe learning environment**

**4750 Date Avenue
La Mesa, California 91941-5293
Phone: (619) 668-5700
FAX: (619) 668-4619**

AGENDA
BOARD OF EDUCATION MEETING
LA MESA-SPRING VALLEY SCHOOL DISTRICT
REGULAR SESSION: Tuesday, April 16, 2013 - 7:00 P.M.
SPECIAL SESSION: 6:30 P.M.
PLACE: Education Service Center, 4750 Date Avenue, La Mesa, CA

OPENING PROCEDURE

1. Call to Order
2. Establishment of Quorum

NOTE: Items scheduled for the 6:30 closed session not concluded by 7:00 p.m. will be continued to closed session at the end of the meeting.

CLOSED SESSION (Government Code 54957)

1. Discussion regarding Public Employee Appointment – Assistant Superintendent, Human Resources (GC 54957)

MINUTES OF PREVIOUS MEETING(S)

Action

1. March 14, 2013 (Special)
2. March 19, 2013 (Regular)

COMMUNICATIONS

APPROVAL OF AGENDA

Action

HEARING

1. Public Hearing – General Matters Regarding Education
2. Public Hearing – Presentation of Initial Proposal from CSEA/Initial Proposal from Board of Education

REPORTS OF OFFICERS OF THE BOARD

- | | |
|--|-------------|
| 1. Citizens' Bond Oversight Committee Annual Report | Information |
| 2. 2011-12 Proposition M Bond Building Fund Audit Report | Information |

NEW BUSINESS

BUSINESS SERVICES

- | | |
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| 1. Acceptance of the 2011-12 Proposition M Bond Building Fund Audit Report | Action |
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SUPERINTENDENT

- | | | |
|----|--|-------------------|
| 1. | Adoption of Board Policy Updates | Action |
| 2. | Nominations for California School Boards Association (CSBA) Executive Board Vice President and President-Elect | Action |
| 3. | Resolution 12-13-27, Teacher Appreciation Week | Roll Call
Vote |
| 4. | Resolution 12-13-28, Classified School Employees Week | Roll Call
Vote |
| 5. | Resolution 12-13-29, Administrative Employees Week | Roll Call
Vote |

BUSINESS SERVICES (cont.)

- | | | |
|----|---|-------------------|
| 2. | Consent Calendar* | Action |
| | a. Ratification of Purchase Orders, Warrants, and Revolving Cash Fund Reimbursements | |
| 3. | Resolution 12-13-30, of La Mesa-Spring Valley School District Authorizing the Borrowing of Funds for Fiscal Year 2013-14, the Issuance and Sale of One or More Series of 2013 Tax and Revenue Anticipation Notes Therefore in an Amount Not to Exceed \$12,000,000, Participation in the San Diego County and School District Tax and Revenue Anticipation Note Program, and Requesting the Board of Supervisors of the County to Issue and Sell Said Notes | Roll Call
Vote |
| 4. | Authorization to Purchase Eleven (11) Replacement School Buses from Creative Bus Sales, Inc. | Action |
| 5. | Resolution 12-13-31, Authorizing Contracting Pursuant to Cooperative Bid and Award Documents from the Sweetwater Union High School District for One Bus | Roll Call
Vote |
| 6. | Resolution 12-13-32, Authorizing Contracting Pursuant to Cooperative Bid and Award Documents from the Kings Canyon Unified School District for Ten (10) Special Education Buses | Roll Call
Vote |
| 7. | Resolution 12-13-33, Authorization to Enter into Lease Purchase Financing with Sovereign Bank | Roll Call
Vote |
| 8. | Commitment to Participate in Additional Funding of Artificial Turf Replacement at Jr. Seau Field | Action |

LEARNING SUPPORT

- | | | |
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| 1. | Acceptance of Uniform Complaint Quarterly Report | Action |
| 2. | Authorization to Enter into a Memorandum of Understanding for Information Sharing and G.O.A.L.S. Profile | Action |

HUMAN RESOURCES RECOMMENDATIONS

- | | | |
|----|--|-------------------|
| 1. | Standard Human Resources Recommendations | Action |
| 2. | Authorization to Enter into an Agreement with the University of South Dakota | Action |
| 3. | Approval of Reduced Workload Program Participation | Action |
| 4. | Approval of Revised Job Description - Psychologist | Action |
| 5. | Approval to Establish the Position of Program Manager – Special Education | Action |
| 6. | Resolution 12-13-34, Directing Issuance of Final Layoff Notices | Roll Call
Vote |
| 7. | Adoption of Initial District Calendar for the 2013-14 School Year | Action |

ANNOUNCEMENTS, REPORTS, COMMUNICATIONS FROM THE BOARD

RECESS

CLOSED SESSION (Government Code 54957)

- | | |
|----|---|
| 1. | Negotiations Update – LMSV Teachers Association (GC 54957) |
| 2. | Negotiations Update – California School Employees Association (CSEA), Chapter 419 (GC 54957) |
| 3. | Negotiations Update – Administrators Association and Other Unrepresented Bargaining Groups (GC 54957) |
| 4. | Student Discipline (Files 04-16-13-1 and 04-16-13-2)
(EC 35146 & 48918) |

ADJOURNMENT

* Items may be removed from the Consent Calendar for separate action.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's Governing Board, please contact the office of the District Superintendent at 619-668-5700. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.

In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board of Education in advance of their meetings may be viewed at the Education Service Center located at 4750 Date Avenue, La Mesa, California 91941. In addition, if you would like a copy of any record related to an item on the agenda, please contact Barbara Martinez, Board Recording Secretary, at 619-668-5700, Ext. 6383 or e-mail: barbara.martinez@lmsvsd.k12.ca.us

Board of Education agendas and minutes are, by law, public documents. Please note the La Mesa-Spring Valley School District posts Board agendas and minutes on the Internet.

La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013

PREPARED BY: **Brian Marshall**
 Superintendent

ITEM NUMBER: **H-1 Public Hearing**
 General Matters Regarding Education

A hearing session will be announced for anyone who wishes to address the Board on any topic relating to public education.

Each speaker who wishes to address the Board must complete a *Request to be Heard* card (located on the table near the entrance) and submit it to the President of the Board of Education or the Recorder prior to the opening of the meeting. Speakers shall be allotted no more than three (3) minutes each for their remarks. A yellow card will be shown when the speaker has one minute remaining and a red card when time is up.

Please note that Government Code 54952.2 prohibits the Board from taking action or discussing anything that is not on this agenda. Therefore, the Board will not be able to comment on any topic that is not on this evening's agenda.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Claudia Bender
Assistant Superintendent, Human Resources

ITEM NUMBER: H-2 Public Hearing
Presentation of Initial Proposal from CSEA/Initial Proposal from Board of Education

The current collective bargaining agreement between the Board of Education and the California School Employees Association (CSEA) Chapter 419, stipulates that parties agreed to reopen negotiations on or about May 15, 2013.

The parties will be negotiating a successor contract and have exchanged the attached “sunshine” letters outlining initial proposals.

Each speaker who wishes to address the Board must complete a *Request to be Heard* card (located on the table near the entrance) and submit it to the President of the Board of Education or the Recorder prior to the opening of the meeting. Speakers shall be allotted no more than three (3) minutes each for their remarks. A yellow card will be shown when the speaker has one minute remaining and a red card when time is up.

Please note that Government Code 54952.2 prohibits the Board from taking action or discussing anything that is not on this agenda. Therefore, the Board will not be able to comment on any topic that is not on this evening’s agenda.

HUMAN RESOURCE
APR 09 2013
(CB)

Successor Bargaining Proposal from the California School Employees Association (CSEA) and its La Mesa chapter 419- March 29, 2013

CSEA and its La Mesa Chapter 419 submit the following proposals for successor contract negotiations:

- **Article 5 Organizational Rights.**

Status quo with the exception of incorporating and improving on language from previous agreement on collaborative relationship and release time. To include release time to attend Committees that CSEA members are required to attend.

- **Article 6 Wages and Allowances.**

Status quo with the exception of a fair and equitable salary increase in addition to full restoration of past monetary concessions.

- **Article 9 Health and Welfare Benefits.**

Status quo except for the District shall absorb any increase in the health plans, including any increases in premiums for the term of the agreement.

- **Article 22 Term of the Agreement.**

Status quo with the exception of updating dates, and extending term of the agreement.

- **New language**

CSEA wishes to add new language that addresses compensation for professional growth, in a fair and equitable way.

All other Articles and Sections shall remain in full force and effect unless modified through the bargaining process. CSEA reserves the right to amend, delete, add to language prior to the conclusion of bargaining.

**Human Resources Department
Memorandum**

DATE: April 2, 2013

TO: Alex Vallejo, President, CSEA Chapter 419
Dan Ortiz, CSEA Field Representative

FROM: Claudia Bender, Assistant Superintendent, Human Resources

CC: Brian Marshall, Superintendent

SUBJECT: **SUNSHINE LETTER – COLLECTIVE BARGAINING 2013 – 2014**

The District is looking forward to opening negotiations for the 2013 – 2014 session. Pursuant to Article 19.4, negotiations shall commence at a mutually acceptable time and place for the successor agreement.

Please note we have scheduled a Public Hearing for the April 16, 2013 Board of Education meeting and we have negotiations scheduled for April 18, 2013.

The District is hopeful CSEA will continue to support and follow the tenets of Interest Based Bargaining as has been our practice for numerous years.

The District proposes that all portions of the current Agreement remain in full force and effect, except discussions are needed to possibly revise the following:

Article 5: Organizational Rights: 5.2, 5.3, 5.7
Article 6: Wages and Allowances: 6.1.1
Article 7: Hours of Employment: 7.5 (Incorporate Side Letter dated 1/20/11)
Article 11: Leaves: 11.4.3.D.1 (Incorporate Side Letter dated 5/22/12)
Leaves: 11.6 Personal Leave (Incorporate Language from TA 4/2011)
Article 13: Transfers: 13.1.2 (Incorporate Side Letter dated 3/16/2011)
Article 15: Transportation: Newly hired Bus Drivers and Attendants guaranteed no less than four (4) hours per day.
Article 16: Child Nutrition Department: 16.3 (Incorporate Side Letter dated 1/20/11)
Article 18: Layoff and Reemployment 18.8 and 18.9 (Incorporate Side Letter dated 3/11/11)

As always, the District is committed to using collaborative processes to problem solve with CSEA, while preserving our financial integrity and supporting the learning program for students.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: **Lori Wigg**
 Assistant Superintendent, Business Services

ITEM NUMBER: **R-1 Reports of Officers of the Board**
 Citizens' Bond Oversight Committee Annual Report

In accordance with the provisions of Proposition 39, the Citizens' Bond Oversight Committee will submit an annual report to the Board on its findings.

Steve Babbitt, Citizens' Bond Oversight Committee member, will present the attached Citizens' Bond Oversight Committee annual report and respond to clarifying questions.

**La Mesa-Spring Valley School District
Proposition M Citizens' Bond Oversight Committee**

ANNUAL REPORT
(Covering the Period April 2012 - March 2013)

**Presented to the
La Mesa-Spring Valley School District
Board of Education
on
April 16, 2013**

PROPOSITION M CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

CBOC Members (as of March 13, 2013):

Jerry Lecko – Committee Chair; Business Community Representative
Jim Bauman – Committee Vice Chair; Parent of Child in District
Steve Babbitt – Parent of Child in District & Active in Parent Organization (PTA)
Aaron Landau – Member-At-Large
Jada Martinez – Member-At-Large
Glen Sparrow – Tax Payers Association Representative
Vacant – Senior Citizen Community Representative*

* Bob Vendeland served in this capacity until his term expired in June 2012

Purpose of Citizens' Bond Oversight Committee (CBOC)

The La Mesa-Spring Valley School District's local Proposition M (passed in March 2002) falls under the provisions of State Proposition 39 (passed November 2000), which requires certain accountability provisions to be implemented for Prop. M. Specifically, the District must establish a Citizens' Bond Oversight Committee to perform the following basic duties:

- Review Prop. M expenditures to ensure that bond proceeds are used only for the purposes and projects set forth in the ballot measure by reviewing periodic District performance and financial statements. This has included site visits by the CBOC to observe completed projects.
- Ensure that no Prop. M bond proceeds are used for any teacher or administrative salaries or other operating expenses.
- Review the annual independent financial audit.
- Inform the public and the La Mesa-Spring Valley School District's Board of Education at least annually by issuing a written report concerning the expenditure of Prop. M bond proceeds and summarizing the CBOC's proceedings and activities for the preceding year.

PROPOSITION M HISTORY & FUNDING

On March 5, 2002 the voters within the La Mesa-Spring Valley School District approved Proposition M authorizing the issuance and sale of general obligation bonds of approximately \$44 million for the purpose of modernization, renovation, and construction of school facilities and infrastructure.

In addition to basic Prop. M project funding, the District secured other State/Federal modernization and renovation matching funds and grants. The total combined revenue for the District's overall modernization and renovation programs since 2002 can generally be broken down as follows:

Proposition M General Obligation Bond Funding & Refinancing	\$ 45.23 Million
State/Federal School Modernization & Renovation Matching Funds	\$ 17.80 Million
<u>Additional Revenue (Interest, etc.)</u>	<u>\$ 4.04 Million</u>
Total Program Budget	\$ 67.07 Million

Over the last ten years, nearly all of the Priority "A" projects and needs identified in the original District Facilities Needs Assessment Plan (FNAP) have been completed. As of March 2013, the amount of Prop. M and Modernization matching funds that were available was approximately \$379,524.

Taking into account the current encumbrances and projected expenditures for Prop. M construction activity through the summer 2013 (detailed in a later part of this report), it is anticipated that the remaining funds available in the fall of 2013 will be \$0.00.

For a comprehensive Statement of Revenue and Expenses and the projected balance for fall 2013, see the following page.

Detailed Statement of Revenue & Expenses:
La Mesa-Spring Valley School District's
Modernization, Renovation, & Construction Program

(Reconciliation as of 3-13-13 & subject to audit verification)

1. Prop. M Bond Revenue

First Issue Bonds	June 2002	\$ 31,330,140.00
Second Issue Bonds	March 2005	\$ 12,669,708.60
Bond Refinancing Proceeds	March 2005	\$ 1,235,000.00
	Subtotal #1	\$ 45,234,848.60

2. Matching Funds Revenue

Federal Renovation Matching Funds	2002-03	\$ 288,118.40
Federal Renovation Matching Funds	2003-04	\$ 81,961.60
State Modernization Matching Funds	1999-2009	\$ 17,430,878.71
	Subtotal #2	\$ 17,800,958.71

3. Additional Revenue

Interfund Transfer (Fund 35-Loma / Mod 8)	\$ 963,532.90
Interest Earned (from Prop M Bond Funds 2002-2013)*	\$ 2,441,160.07
Interest Earned (from Mod/Matching Funds 1999-2009)	\$ 634,526.50
Refund of Encroachment Fee (City of La Mesa)	\$ 3,027.94
Subtotal #3	\$ 4,042,247.41

* Includes estimated anticipated interest earned for 2012-13

4.	<u>Total Program Revenue</u>	\$ 67,078,054.72
5.	<u>Program Expenses as of 3-13-13</u>	\$ 66,698,299.73 (-)
6.	Interest anticipated, but not yet recv'd	\$ 162.98 (-)
7.	<u>Fund Balance as of 3-13-13</u>	\$ 379,592.01

8. Current/anticipated expenses (but not yet paid):

A) FAC-JPA Trust Account (summer 2013 Projects)	\$ 250,685.55	
B) Other anticipated expenses (summer 2013 Projects)	\$ 128,906.46	
C) Current encumbrances	<u>\$ 162.98</u>	
Subtotal #4	\$ 379,754.99	(-)

9.	Interest anticipated, but not yet recv'd	\$ 162.98
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10.	<i>Approximate Projected Funds Available @ End of Summer 2013 (as of reconciliation 3-13-13)</i>	\$ 0.00
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2011-12 PROP. M PROJECT ACTIVITIES & ISSUES

Continued Use of Construction Management Consultant for Prop. M Projects

Since the spring of 2011, the District has had a consultant agreement with the Facilities Joint Powers Authority (FACJPA) from the County Office of Education. This relationship has allowed FACJPA managers and consultants to assist the District staff in the planning and execution of various District work projects, including projects funded through Prop. M.

One of the conditions of the District's relationship with the FACJPA was the creation of a designated escrow or construction fund control-type account that the FACJPA could monitor and request payments from (after District review and approval of invoices) for completed work and related materials. This account ensures both parties the availability of funds and to simplify/separate LMSV Prop. M funds from other funds at the County Office of Education/FACJPA. The creation and use of this separate fund has proven equitable for all parties.

Recent Prop. M Project Activities

By the spring/summer of 2012, District Staff and FACJPA managers began work on the following projects which were anticipated to be completed over the summer of 2012:

- Complete the ADA (disabled) path-of-travel upgrades to the 16 school sites that received new playground equipment in 2010-11, as a requirement from the Division of the State Architect (safety and ADA compliance). These upgrades generally included, but were not limited to, construction of ADA-compliant ramps, walkways, curb cuts, parking lot striping, signage, and the reconfiguration of fences and gates throughout nearly all school sites.
- Identify and assess removal requirements for hazardous materials (primarily asbestos and lead) in conjunction with classroom carpet repair and replacement (health & safety).

By the end of 2012, most of the major components of the ADA path-of-travel upgrades were completed. A few minor elements remain to be installed, inspected and approved but those are anticipated to be completed by spring 2013. In December 2012, members of the CBOC and District Staff visited selected school sites to view completed examples of the ADA path-of-travel upgrades.

However, there were some scheduling/execution issues and numerous delays in the hazardous materials abatement and carpet replacement project during the summer of 2012. Basically, the FACJPA-supplied contractor for this work under-estimated himself, could not execute the work as he bid/contracted for, and literally walked away from the job after he had started. Ultimately, the District and FACJPA had to quickly hire a replacement contractor to finish what the original contractor had started in time for school to begin in August 2012. While that goal was met, a significant amount of the abatement-carpet replacement was not even started at some school sites. Because of the District's policy of not executing work while classes are in session, it is anticipated that the remaining carpet work will now be completed by July-August 2013.

Prop. M Closeout

The following is the projected Prop. M closeout schedule:

- | | |
|---|------------------|
| • Prop. M field construction work completed | July-August 2013 |
| • Acceptance of completed field work by School Board | October 2013 |
| • Acceptance of field work and file close-out by DSA | December 2013 |
| • Follow-up paperwork, auditing and CBOC final report | Mid-late 2014 |

CBOC COMMUNICATIONS

To fulfill our mandate to communicate the status of Prop. M projects and expenditures, the CBOC continues to utilize the District website (www.lmsvsd.org) to post meeting agendas, meeting minutes, annual reports, and other activities. All CBOC meetings remain open to the public for input, comment, and observation.

The CBOC group continues to discuss and consider various possibilities to “showcase” the accomplishments of the District as Prop. M projects and bond expenditures come to a close in 2013-14.

Communication and celebration efforts could be targeted on a Districtwide basis, as well as on a school/community-specific basis. While general press releases to local newspapers and media outlets may be prepared, the District and the CBOC is considering utilizing the traditional Back-to-School Night and/or Spring Open House events at each school to present and highlight the accomplishments at each school site.

PROP. M INDEPENDENT AUDIT for FISCAL YEAR 2011-12

The California Constitution requires the LMSV Board of Education to conduct an independent financial and performance audit of the Prop. M bond sale proceeds. The annual audit for Prop. M proceeds and expenditures for the fiscal/school year 2011-12 was performed by the independent accounting firm of Christy White Professional Accountancy Corporation.

The final 2011-12 Prop. M audit report was presented to and reviewed by the entire CBOC at its regular meeting in December 2012. Said audit was accepted by the CBOC and has been forwarded to the Board of Education for final District acceptance.

The annual Prop. M independent audit was conducted in accordance with industry standards based upon Government Auditing Standards issued by the Comptroller General of the United States. The auditing firm performed several tests to ensure that the school district adheres to legal mandates and protocols prior to funds being disbursed and after projects are completed at each school site. The independent auditor also visited sample school sites to view first hand that the project work was, in fact, completed as reported.

From a fiscal standpoint, it is the opinion of the independent auditor that the District’s financial statements and accounting practices generally and fairly represent the financial position of the Prop. M building fund. Further, the District’s Prop. M accounting operations for the fiscal year 2011-12 were found to be in conformance with the accounting principles generally accepted in the United States.

From a performance standpoint regarding the expenditure of Prop. M funds, the independent auditor's review showed the District's bidding procedures, internal auditing controls, and full execution of projects to be in compliance with the terms of the Prop. M ballot language, applicable internal control practices, State laws and regulations, without exception.

CONCLUSION

Based upon the information provided by and discussed with the District, through site visits, and the review of the independent audit report, the CBOC believes the District continues to comply with the mandated legal requirements, including that no Prop. M bond proceeds have been used for any teacher or administrative salaries or other operating expenses. Further, the CBOC believes the District complies with District fiscal policies by appropriately spending Proposition M funds on only Prop. M projects.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: **Lori Wigg**
 Assistant Superintendent, Business Services

ITEM NUMBER: **R-2 Reports of Officers of the Board**
 2011-12 Proposition M Bond Building Fund Audit Report

Section 1 (b)(3)(C) of Article XIII A of the California Constitution requires the Board of Education to conduct an independent financial and performance audit of the bond sale proceeds.

The audit was conducted in accordance with generally accepted auditing standards and the standard applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States.

A representative from Christy White Associates will present the enclosed audit report and respond to clarifying questions.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Lori Wigg
 Assistant Superintendent, Business Services

ITEM NUMBER: B-1 New Business
 Acceptance of the 2011-2012 Proposition M Bond Building Fund Audit Report

The 2011-2012 Proposition M Bond Building Fund Audit Report was presented to the Citizens' Bond Oversight Committee (CBOC) on December 20, 2012. The audit results were discussed with the committee members. The report contained no findings.

The CBOC accepted the report and concurred with the recommendation to present it to the Board.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board acknowledge receipt of the enclosed 2011-12 Proposition M Bond Building Fund Audit Report.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: **Brian Marshall**
 Superintendent

ITEM NUMBER: **S-1 New Business**
 Adoption of Board Policy Updates

Action Item

Attached are comparison charts showing the latest policy updates and noting any substantial changes.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board adopt the policy updates as noted.

Board Policy Comparisons
April 2013

Delete	Add	Significant Changes
	AR 0420.4 (AR revised)	Charter School Authorization Regulation updated to reflect NEW LAW (SB 1290) which requires a charter school petition to include a description of measurable student outcomes both schoolwide and for all "numerically significant" student subgroups served by the charter school, as defined in Education Code 52052. Regulation also clarifies the responsibility of the petition review committee to evaluate proposals based on criteria specified in law and Board policy for approval and denial of petitions.
	BP 0420.42 - (BP revised)	Charter School Renewal Policy updated to reflect NEW LAW (SB 1290) which requires the Board to consider increases in student achievement for all "numerically significant" student subgroups served by the charter school as the most important factor in determining whether to grant a charter renewal. Policy also reflects provision of SB 1290 requiring that, when making a written finding that the charter school failed to attain its Academic Performance Index (API) growth target, the Board must base its finding on the API growth target in the prior year or in two of the last three years, rather than in the aggregate for the prior three years.
	BP 0420.43 - (BP revised)	Charter School Revocation Policy updated to reflect NEW LAW (SB 1290) which requires the Board to consider increases in student achievement for all "numerically significant" student subgroups served by the charter school as the most important factor in determining whether to revoke a charter.
	BP/AR 1312.3 - (BP/AR revised – to be issued by 2/4/13)	Uniform Complaint Procedures MANDATED policy and MANDATED regulation updated to reflect NEW LAW (AB 1575) which mandates the use of uniform complaint procedures for resolving complaints of alleged violations of law which prohibits fees, deposits, or charges for student participation in educational activities. Policy and regulation also updated to reflect the use of uniform complaint procedures to address complaints of discrimination, harassment, intimidation, and bullying, as required by the California Department of Education (CDE) through the Federal Program Monitoring process.
	BP/AR 3260 - (BP/AR revised)	Fees and Charges MANDATED policy updated to reflect NEW LAW (AB 1575) which clarifies the prohibition against charging of student fees, prescribes the use of uniform complaint procedures for filing a complaint when the charging of an impermissible fee is alleged, and requires information about student fees to be included in the annual notification regarding uniform complaint

		procedures. Regulation updated to reflect NEW LAW (SB 1016) which requires the district to charge a fee to families enrolled in part-day preschool programs and/or wraparound child care services in accordance with the fee schedule established by the Superintendent of Public Instruction.
	AR 3543 - (AR revised)	Transportation Safety and Emergencies Regulation expanded to reflect existing law related to daily safety inspections of buses, bus driver's obligation to report accidents, and placement of fire extinguishers in wheelchair school buses.
	BP 4030 - (BP revised)	Nondiscrimination in Employment Policy updated to reflect NEW LAW (AB 1964) which prohibits discrimination against an employee or job applicant based on the person's religious beliefs, observances, or dress or grooming practices unless the district can demonstrate that it has explored available reasonable alternative means of accommodating the person but is unable to do so. Policy also updated to reflect NEW LAW (AB 2386) which, for purposes of prohibiting discrimination in employment, revises the definition of "religious creed" to include religious dress and grooming practices and defines "sex" to include breastfeeding and related medical conditions.
	AR 4161.2/4261.2/4361.2 - (AR revised)	Personal Leaves MANDATED regulation updated to reflect NEW LAW (AB 1203) which (1) requires the district to grant a paid leave of absence to a reasonable number of classified employees serving as unelected members of an employee organization for the purpose of attending important organizational activities authorized by the organization and (2) requires the employee organization to provide reasonable prior notification to the district and to reimburse the district within 10 days of receiving certification of the district's payment of compensation to the employee.
	BP/AR 5113.1 - (BP/AR revised)	Chronic Absence and Truancy Policy updated to provide information about available tools for tracking attendance, add school health services as a strategy for preventing attendance problems, expand list of agencies and individuals with whom the district might collaborate to identify and address problems, reflect legislative intent to use alternatives to suspension or expulsion with truants, and update representatives on the school attendance review board to reflect current law. MANDATED regulation updated to reflect NEW LAW (AB 2616) which defines "valid excuse" for purposes of identifying truants and revises the interventions to be implemented at various stages of truancy.

	AR 5125 - (AR revised)	Student Records MANDATED regulation updated to reflect NEW LAW (AB 733) which, in many respects, conforms state law to federal law with regard to persons authorized to access student records. Regulation also reflects NEW LAW (AB 1799) which requires a student's records to be transferred, within 10 school days of receiving a request, to another school in which the student is enrolled or intends to enroll.
	AR 5141.31 - (AR revised)	Immunizations Regulation updated to reflect NEW LAW (AB 2109) which requires that, when a parent/guardian submits a written statement that one or more immunization requirements are contrary to his/her beliefs, the statement must document which immunizations have been given and specify which ones are contrary to his/her beliefs. Regulation also reflects a provision of AB 2109 that, effective January 1, 2014, the personal beliefs affidavit must include a sign attestation by a health care practitioner indicating that he/she has provided the parent/guardian with information regarding the benefits and risks of the immunization and the health risks associated with the communicable disease.
	BP/AR 5144 - (BP/AR revised)	Discipline Policy and regulation updated to reflect NEW LAW (AB 1729) which provides alternative methods of discipline that should be considered before suspension is imposed. Policy and regulation add preventative and positive conflict resolution strategies, such as conferences with students and their parents/guardians; use of study, guidance, or other intervention-related teams; enrollment in a program teaching prosocial behavior or anger management; and participation in a restorative justice program.
	BP/AR 5144.1 - (BP/AR revised)	Suspension and Expulsion/Due Process MANDATED policy and MANDATED regulation updated to reflect NEW LAW (AB 1729) which prohibits suspension of a student, including in a supervised suspension classroom, for certain specified violations unless other means of correction have failed to bring about proper conduct. Regulation also updated to reflect NEW LAW (AB 2537) which broadens the authority of school administrators to determine when expulsion should be recommended for certain offenses, clarifies that a student's possession of an imitation firearm does not require expulsion, and clarifies that a student's over-the-counter or prescribed medication is not considered possession of controlled substances when determining grounds for suspension or expulsion. Regulation reflects NEW LAW (AB 1909) which requires the district to invite a foster youth's attorney and an appropriate county child welfare agency representative to any meeting to consider certain disciplinary measures, including expulsion, against a foster youth and NEW LAW (SB 1088) which prohibits

		the district from denying readmission of an expelled student solely because of his/her contact with the juvenile justice system.
	BP 5145.6 - (BP revised)	Parental Notifications Policy updated to reflect NEW LAW (AB 2262) which allows the annual parental notifications to be sent electronically upon request by the parent/guardian and requires that any notifications sent electronically be written both in English and in the family's primary language when required by law. Policy also reflects existing law prohibiting schools from undertaking specified activities if parents/guardians are not notified.
	BP/AR 5148.3 - (BP/AR revised)	Preschool/Early Childhood Education Policy and MANDATED regulation updated to reflect NEW LAW (SB 1016) which eliminates full-day preschool programs under the California State Preschool Program and encourages the provision of "wraparound child care services" which combine part-day preschool programs with general child care services to provide a full day of services for qualifying families. Regulation also reflects provisions of SB 1016 which change the age of preschool eligibility to align with kindergarten start dates, specify the order in which families must be disenrolled when state funding is reduced, amend requirements for family literacy services, and require the district to charge a fee to families enrolled in part-day preschool programs and/or supplemental wraparound services.
	BP/AR/E 6161.1 - (BP/AR/E revised)	Selection and Evaluation of Instructional Materials Policy, regulation, and exhibit updated to reflect NEW LAW (AB 1246) which allows the district to adopt instructional materials for grades K-8 that have not been approved by the State Board of Education (SBE), provided that the materials are aligned with state academic content standards or Common Core Standards and have been reviewed by a group consisting mostly of teachers assigned to the subject area or grade level for which the materials will be used. Policy and regulation also delete material related to the Instructional Materials Funding Realignment Program, repealed by AB 1246.
	BP 6161.11 - (BP revised)	Supplementary Instructional Materials Policy updated to reflect NEW LAW (AB 1719) as well as SB 140 (2011), which require the SBE to approve and publicize lists of supplementary materials aligned with the state's Common Core Standards in English language arts, mathematics, and English language development. Policy also revised to reflect the definition of supplementary instructional materials in law and to address the selection process, criteria, and funding.

	AR 6173.1 - (AR revised)	Education for Foster Youth Regulation updated to reflect NEW LAW (SB 121) which specifies conditions that must be satisfied for the district to be discharged from its duty to educate a foster youth in the least restrictive environment necessary for his/her educational achievement; NEW LAW (SB 1568) which authorizes a former foster youth to continue in the school of origin until high school graduation after the court's jurisdiction is terminated; and NEW LAW (AB 1909) which requires the district to invite a foster youth's attorney and an appropriate county child welfare agency representative to any meeting to consider certain disciplinary measures, including expulsion, against a foster youth.
	BP/AR/E 6174 - (BP/AR/E revised; E(2)-(6) deleted)	Education for English Language Learners MANDATED policy and MANDATED regulation revised to reflect NEW LAW (AB 2193) which defines "long-term English learner" and "English learner at risk of becoming a long-term English learner" and requires the CDE to annually report to the district and school on the number of students so classified. Policy also reflects NEW LAW (AB 124) which required the SBE to align the state English language development standards with Common Core Standards and NEW LAW (AB 1719) which requires the SBE to approve a list of supplementary instructional materials aligned to the updated standards. Policy clarifies that a student must be placed in an English mainstream classroom at the request of his/her parents/guardians and that the waiver process is not needed in such circumstances. Regulation expands material related to identification and assessment of English learners and redesignation of English learners as fluent English proficient. Exhibits containing sample forms to obtain parental waiver requests deleted and replaced with a single combined form reflecting all types of allowable parental waivers.
	BP/AR 7214 - (BP/AR revised)	General Obligation Bonds Policy updated to clarify material related to bond elections and resolutions regarding the sale of bonds and to add new section on bond anticipation notes, which may be issued to finance a facilities project on an interim basis in anticipation of the sale of bonds that has been approved by the voters. Regulation updated to reflect NEW LAW (AB 1199) which authorizes members of a citizens' oversight committee to serve for three consecutive terms rather than two.

	BB 9322 - (BB revised)	Agenda/Meeting Materials MANDATED bylaw revised to update material related to the consent agenda/calendar, including deleting outdated information and reflecting NEW LAW (SB 1003) which requires the Board to have a separate agenda item (not on consent agenda) when it is considering approving or rescinding its unconditional commitment to refrain from taking certain actions in violation of the Brown Act.
	BB/E 9323.2 - (BB revised; E(2) added)	Actions by the Board Bylaw updated to reflect NEW LAW (SB 1003) which expands the types of past Board actions that may be challenged by the district attorney or other interested person provided that certain requirements are met, including the sending of a "cease and desist" letter to the Board within nine months of the alleged violation. New exhibit provides a sample letter that the Board may use to respond to the cease and desist letter with an unconditional commitment to desist from repeating the past action, which would prevent the district attorney or other interested person from filing an action in court.

La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013

PREPARED BY: **Brian Marshall**
 Superintendent

ITEM NUMBER: **S-2 New Business** **Action Item**
 Nominations for California School Boards Association (CSBA) Executive
 Board Vice President and President-Elect

Nominations for CSBA's Executive Board Vice President and President-Elect are being accepted until June 3, 2013. The enclosed information provides details of the roles and responsibilities of these positions and nomination procedures. School boards, which are CSBA members, are eligible to nominate board members from CSBA member districts or county offices of education for these positions. Each board may nominate as many individuals as it chooses.

ADMINISTRATIVE RECOMMENDATION

Board members are urged to review the material and be prepared to discuss potential nominations for CSBA's Executive Board Vice President and/or President-Elect.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: **Brian Marshall**
 Superintendent

ITEM NUMBER: **S-3 New Business**
 Resolution 12-13-27, Teacher Appreciation Week

Action Item

ROLL CALL VOTE

The most important activity in a society is to ensure the education of its children. Teachers play a crucial role in making sure every child receives a quality education and should be recognized and thanked for their service to children and society.

The National PTA established Teacher Appreciation Week as the first full week of May. The National Education Association Representative Assembly then voted to make the Tuesday of that week National Teach Day.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board adopt attached Resolution 12-13-27, Teacher Appreciation Week.

La Mesa-Spring Valley School District

Resolution 12-13-27
Teacher Appreciation Week

WHEREAS, education is the most vital activity we as a society undertake to ensure the well-being of the nation; and

WHEREAS, education is dependent in large part on the talent and commitment of teachers; and

WHEREAS, teaching is a profession characterized by skill, knowledge, discipline, tenacity and creativity in the delivery of instruction; and

WHEREAS, we rely largely on school teachers to ensure proper instruction in a variety of subjects; and

WHEREAS, in addition to teaching academics, teachers provide guidance, support and encouragement to their students; and

WHEREAS, teachers deserve widespread recognition and gratitude for their performance;

NOW, THEREFORE, BE IT RESOLVED the Governing Board of the La Mesa-Spring Valley School District does hereby proclaim May 6-10, 2013 as *Teacher Appreciation Week* in the La Mesa-Spring Valley School District.

PASSED AND ADOPTED by the Governing Board on April 16, 2013, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

STATE OF CALIFORNIA)
) ss
COUNTY OF SAN DIEGO)

I, Brian Marshall, Secretary to the Governing Board, do hereby certify the foregoing is a full, true, and correct copy of a resolution passed and adopted by the said Board at a regularly called and conducted meeting held on said date.

Brian Marshall, Secretary to the Governing Board

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: **Brian Marshall**
 Superintendent

ITEM NUMBER: **S-4 New Business**
 Resolution 12-13-28, Classified School Employees Week

Action Item

ROLL CALL VOTE

Classified employees perform a wide range of essential work, including food services, maintenance, transportation, instructional assistance, office and clerical work, library and media assistance, computer services, custodial, grounds, fiscal services, printing and much more, and are a critical component to the success of the school district and its students.

By passage of SB 1552 in 1986, the California Legislature adopted the third full week of May each year as Classified School Employees Week.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board adopt attached Resolution 12-13-28, Classified School Employees Week.

La Mesa-Spring Valley School District

Resolution 12-13-28
Classified School Employees Week

WHEREAS, classified professionals provide valuable services to the schools, staff and students of the La mesa-Spring Valley School District; and

WHEREAS, classified professionals contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified professionals serve a vital role in providing for the welfare and safety of La Mesa-Spring Valley School District's students; and

WHEREAS, classified professionals employed by the La Mesa-Spring Valley School District strive for excellence in all areas relative to the educational community;

NOW, THEREFORE, BE IT RESOLVED, that the La Mesa-Spring Valley School District hereby recognizes and wishes to honor the contributions of the classified professional to quality education in the State of California, and specifically in the La Mesa-Spring Valley School District, and declares the week of May 27-31, 2013, as *Classified School Employees Week* in the La Mesa-Spring Valley School District.

PASSED AND ADOPTED by the Governing Board on April 16, 2013, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

STATE OF CALIFORNIA)
) ss
COUNTY OF SAN DIEGO)

I, Brian Marshall, Secretary to the Governing Board, do hereby certify the foregoing is a full, true, and correct copy of a resolution passed and adopted by the said Board at a regularly called and conducted meeting held on said date.

Brian Marshall, Secretary to the Board of Education

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: **Brian Marshall**
 Superintendent

ITEM NUMBER: **S-5 New Business**
 Resolution 12-13-29, Administrative Employees Week

Action Item

ROLL CALL VOTE

District and site administrators accomplish critical tasks every day and contribute to the establishment and promotion of a positive instructional environment for our staff and students.

In strong support of their efforts to meet the needs of our educational community, and in coordination with our local high school district, we recognize the fourth week in May as Administrative Employees Week.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board adopt Resolution 12-13-29, Administrative Employees Week.

La Mesa-Spring Valley School District

Resolution 12-13-29
Administrative Employees Week

WHEREAS, leadership matters for California's public education system and the more than 6 million students it serves, and providing quality service for student success is paramount for the profession; and

WHEREAS, school district administrators are passionate, lifelong learners who believe in the value of quality public education;

WHEREAS, public schools increasingly operate with lean management systems and all District leaders should be commended for the contributions they make to successful student achievement; and

WHEREAS, all District leaders contribute to the education and well-being of all children.

NOW, THEREFORE, BE IT RESOLVED, the La Mesa-Spring Valley School District recognizes and wishes to honor the contributions of all administrative employees and declares the week of May 20-24, 2013 as *Administrative Employees Week* in the La Mesa-Spring Valley School District.

PASSED AND ADOPTED by the Governing Board of the La Mesa-Spring Valley School District on April 16, 2013, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

STATE OF CALIFORNIA)
) SS
COUNTY OF SAN DIEGO)

I, Brian Marshall, Secretary to the Governing Board, do hereby certify the foregoing is a full, true, and correct copy of a resolution passed and adopted by the said Board at a regularly called and conducted meeting held on said date.

Brian Marshall, Secretary to the Governing Board

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Lori Wigg
Assistant Superintendent, Business Services

ITEM NUMBER: B-2a New Business (Consent Calendar)
Ratification of Purchase Orders, Warrants and Revolving Cash Fund
Reimbursements

Action Item

Purchase orders, warrants and revolving cash fund reimbursements issued since the last Board meeting will be available at the meeting for review by the Board.

The following are submitted for ratification:

- I. Purchase Orders: 383 purchase orders have been processed, numbered G42848 through G43230, totaling \$987,808.25.
- II. Warrants: 344 warrants have been issued, dated March 7, 2013 through March 29, 2013, totaling \$993,018.64.
- III. Revolving Cash Fund Reimbursements: Two (2) checks have been processed, totaling \$1,039.31.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board ratify these purchase orders, warrants and revolving cash fund reimbursements.

**LA MESA-SPRING VALLEY SCHOOL DISTRICT
REVOLVING CASH FUND REIMBURSEMENTS**

**In accordance with Education Code Sections 42800-42806, approval is requested for expenditures
from the Revolving Cash Fund as listed:**

<u>Check Number</u>	<u>Date Issued</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
RC1690	03/14/13	Bruce J. Collin	Payroll	\$479.58
RC1691	04/02/13	Tony Cusumano	Payroll	\$559.73

**REVOLVING CASH FUND REIMBURSEMENTS
A TOTAL OF (2) CHECKS PROCESSED TOTALING \$1,039.31**

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Lori Wigg
 Assistant Superintendent, Business Services

ITEM NUMBER: B-3 New Business

Action Item

Resolution 12-13-30, of La Mesa-Spring Valley School District Authorizing the Borrowing of Funds for Fiscal Year 2013-14, the Issuance and Sale of One or More Series of 2013 Tax and Revenue Anticipation Notes Therefore in an Amount Not to Exceed \$12,000,000, Participation in the San Diego County and School District Tax and Revenue Anticipation Note Program, and Requesting the Board of Supervisors of the County to Issue and Sell Said Notes

ROLL CALL VOTE

Although California's economy is slowly recovering, billions of dollars in deferrals remain layered upon school districts across the state of California. While the Governor has proposed \$1.8 billion to buy down deferrals in 2013-14, the large numbers of outstanding deferrals continue to present challenges for districts in managing cash flow needs. The Revenue Limit deferral for our District is estimated at \$7,979,670 in 2013-14. When combined with other state deferrals such as Special Education and K-3 Class Size Reduction, this number grows to almost \$12 million.

Tax and Revenue Anticipation Notes (TRANs) is a means of borrowing money on a short-term basis to meet a cash flow shortage. The money, which is borrowed at a favorable tax-exempt rate of interest, is considered a temporary advance against taxes and other revenue to be received by the District. The funds are invested in the County Treasury until needed. The District is permitted limited retention of the arbitrage earnings generated through the borrowing.

The documents necessary to participate in the 2013-14 San Diego County TRANs program were sent electronically to the Board for review:

- District Resolution
- Form of Trust Agreement
- Form of Purchase Agreement
- Form of Official Statement

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board adopt the enclosed Resolution 12-13-30, authorizing the borrowing of funds for fiscal year 2013-14, the issuance and sale of one or more series of 2013 tax and revenue anticipation notes in an amount not to exceed \$12,000,000, participation in the San Diego County and School District Tax and Revenue Anticipation Note Program, and requesting the Board of Supervisors of the County to issue and sell said notes.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: **Lori Wigg**
 Assistant Superintendent, Business Services

ITEM NUMBER: **B-4 New Business**
 Authorization to Purchase Eleven (11) Replacement School Buses from Creative Bus Sales, Inc.

On December 12, 2008, the California Air Resources Board passed regulations to significantly reduce particulate matter emissions from existing diesel vehicles operating in the state. The new regulations mandated school districts to reduce particulate matter emissions by eighty-five percent prior to January 1, 2014 from all school buses that exceed 14,000 pounds and operate more than 1,000 miles in a 12-month period.

The District has 14 school buses that will not meet the new clean-air regulations in January 2014. Due to the recent budget constraints and the resulting suspension of our school bus replacement program, we have additional buses that are experiencing considerable maintenance concerns and have become unreliable and costly to operate.

The District is recommending replacement of 11 school buses. Seven of the buses recommended for replacement will not meet the new emissions requirements in January 2014. The other four are recommended for replacement based on age, mileage, safety, and condition of the bus. Ten of the 11 buses will be used to transport Special Education students.

The total cost for the buses is \$1,495,096. The District was successful in obtaining competitive bids for financing and will be able to secure a capital lease to finance the equipment over a five-year period at an interest rate of 1.75%. The District will save \$110,231 in financing costs through the competitive bid process. The annual repayment amount will be \$315,586.79. Upon authorization of purchase, the District anticipates delivery of the buses in October 2013. The first lease payment will be due in May 2014.

ADMINISTRATIVE RECOMMENDATION

It is recommended that the Board authorize the purchase of eleven (11) school buses from Creative Bus Sales, Inc.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Lori Wigg
 Assistant Superintendent, Business Services

ITEM NUMBER: B-5 New Business
 Resolution 12-13-31, Authorizing Contracting Pursuant to Cooperative
 Bid and Award Documents from the Sweetwater Union High School
 District for One Bus

ROLL CALL VOTE

Pursuant to Sections 20118 and 20652 of the Public Contract Code, public agencies may purchase from a contract of another public agency under the same price, terms, and conditions as the bidding agency.

The District intends to purchase one (1) bus from the Sweetwater Union High School District contract. Based upon the recommendation of the County Counsel, a resolution must be adopted to authorize this action.

ADMINISTRATIVE RECOMMENDATION

It is recommended that the Board adopt the attached Resolution 12-13-31, authorizing the purchase of one (1) bus from the Sweetwater Union High School District contract.

Brian Marshall, Secretary to the Governing Board

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Lori Wigg
Assistant Superintendent, Business Services

ITEM NUMBER: B-6 New Business
Resolution 12-13-32, Authorizing Contracting Pursuant to Cooperative
Bid and Award Documents from the Kings Canyon Unified School
District for Ten (10) Special Education Buses

ROLL CALL VOTE

Pursuant to Sections 20118 and 20652 of the Public Contract Code, public agencies may purchase from a contract of another public agency under the same price, terms, and conditions as the bidding agency.

The District intends to purchase ten (10) buses from the Kings Canyon Unified School District contract. Based upon the recommendation of the County Counsel, a resolution must be adopted to authorize this action.

ADMINISTRATIVE RECOMMENDATION

It is recommended that the Board adopt the attached Resolution 12-13-32 authorizing the purchase of ten (10) Special Education buses from the Kings Canyon Unified School District contract.

Brian Marshall, Secretary to the Governing Board

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Lori Wigg
Assistant Superintendent, Business Services

ITEM NUMBER: B-7 New Business
Resolution 12-13-33, Authorizing the Execution of a Master Lease Agreement with Sovereign Bank and Acquisition of Transportation Vehicles

ROLL CALL VOTE

The enclosed Resolution 12-13-33 authorizes the La Mesa-Spring Valley School District (District) to enter into the "Master Lease Purchase Agreement" (Lease) with Sovereign Bank in order to finance the acquisition of school buses from Creative Bus Sales (Vehicle Equipment).

Education Code Section 17450 permits a school district to lease or lease-purchase equipment or service systems, including but not limited to, all items defined as equipment in the California School Accounting Manual, with any persons, firm, corporation or public agency. The Vehicle Equipment falls within this definition. Additionally, if there is an existing contract between a public agency and a vendor for the lease or purchase of the personal property, Public Contract Code Section 20118 allows school districts to lease or purchase the personal property directly from the vendor by contract, lease, requisition or purchase order and make payment directly to the vendor under the same terms that are available to the public agency under the contract.

The District is recommending replacement of 11 school buses. The total cost for the buses is \$1,495,096. The District was able to secure financing at an interest rate of 1.75% with Sovereign Bank and will save \$110,231 in financing costs through the competitive bid process. The annual repayment amount is \$315,586.79. Delivery of the buses is anticipated in October 2013. The first lease payment will be due in May 2014.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board adopt the enclosed Resolution, 12-13-33, authorizing the execution of a Master Lease Agreement with Sovereign Bank and acquisition of transportation vehicles.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Lori Wigg
Assistant Superintendent, Business Services

ITEM NUMBER: B-8 New Business
Commitment to Participate in Additional Funding of Artificial Turf
Replacement at Jr. Seau Field

Action Item

On July 19, 2011, the Board approved partnering with the City of La Mesa and other users of the Jr. Seau Sports Complex to replace the artificial turf and make other improvements. At that time, the District's contribution was estimated to be \$54,000.

The City of La Mesa coordinated the work on the project and the project has now been completed and inspected by the District. In addition to the original \$54,000, there was \$17,768.65 for ADA path of travel work. Following the death of Jr. Seau, the Seau Foundation was not able to fulfill their financial contributions to the project. In conversations with the City, the District agreed to increase its total contribution to \$90,000, inclusive of the ADA work. Developer fees are being used to fund this project. No General Fund dollars are being spent.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board approve an additional contribution of \$36,000 for replacement of artificial turf and other improvements at the Jr. Seau Sports Complex.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Karen Walker, Ed.D.
Assistant Superintendent, Learning Support

ITEM NUMBER: LS-1 New Business
Acceptance of Uniform Complaint Quarterly Report

Action Item

As previously reported, the Williams Settlement required each school district to revise its Uniform Complaint Procedures by January 1, 2005 to include issues related to instructional materials, emergency facilities, and teacher vacancies and misassignments.

Beginning with the quarter ending March 31, 2005, each district must submit a quarterly report to the San Diego County Office of Education (SDCOE) indicating the number of complaints in each area that have been received, resolved, and unresolved. The report must be publicly reported on a quarterly basis at a regularly scheduled meeting of the district's governing board.

ADMINISTRATIVE RECOMMENDATION

Acceptance is requested for the attached Quarterly Complaint Report Summary for the quarter ending March 31, 2013.

Williams Settlement Legislation

Quarterly Uniform Complaint Report Summary

For submission to School District Governing Board and County Office of Education

District Name: La Mesa – Spring Valley School District

Quarter covered by this report: January 1, 2013 – March 31, 2013

Please fill in the following table. Enter 0 in any cell that does not apply.

	Number of complaints received in quarter	Number of complaints resolved	Number of complaints unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Misassignment	0	0	0
Totals	0	0	0

Submitted by: Karen Walker. Ed.D.

Title: Assistant Superintendent, Learning Support

La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013

PREPARED BY: Karen Walker, Ed.D.
Assistant Superintendent, Learning Support

ITEM NUMBER: LS-2 New Business **Action Item**
Authorization to Enter into a Memorandum of Understanding for
Information Sharing and G.O.A.L.S. Profile

Research strongly supports the idea that school problems correlate with poverty, dysfunctional families, substance abuse, and behavior problems. The Global Oversight Analysis Linking Systems (G.O.A.L.S.) is a strategic information sharing system that reduces barriers in serving the needs of families. Through data collection and examination of trends across systems, the G.O.A.L.S. profile provides students and families a safety net of support while simultaneously strengthening it. The District has participated in this program for the past 3 years.

The purpose of the Memorandum of Understanding is to define the boundaries of information sharing between the members of the Multi-Systems Workgroup. Additionally, Project SHIELD and Project PEACE have developed a protocol for data collection and analysis to determine effective strategies for individual intervention and identify trends across systems that target objective, evidence based self-improvement goals for the agencies involved. There are no costs associated with this MOU.

ADMINISTRATIVE RECOMMENDATION

It is recommended authorization be granted to enter into the attached Memorandum of Understanding for the G.O.A.L.S. profile to share information across agencies to reduce the barriers to learning, collect relevant data, and examine gaps in services and supports to students and families.

MEMORANDUM OF UNDERSTANDING

PURPOSE

This Memorandum of Understanding is for the sole purpose of defining the boundaries of information sharing and cross system collaboration between San Diego County School Districts, Law Enforcement Agencies, Children's Services Bureau and Children's Mental Health Departments of the San Diego County Health and Human Services Agency, San Diego County Behavioral Health Providers, San Diego County Probation

OBJECTIVE

In order to serve clients appropriately, develop new strategies based on data trends, enhance legitimate information sharing while abiding by laws, rules or regulations that define client confidentiality.

TERM AND TERMINATION OF MOU

This MOU covers the period of March 15, 2013 to October 31, 2016 and must be reviewed annually by the members for validity. Members may withdraw their own membership in writing at any time for any reason.

Existing Membership

The Management Advisory Resource Commission of the East Region represents original members that have previously signed and adopted this agreement.

Cajon Valley Union School District;
County of San Diego County Sheriff;
County of San Diego Health and Human
Services Agency;
County of San Diego Probation Department;
East County Outpatient Counseling (SDCC);
El Cajon Police Department;
Grossmont Union High School District;
Harmonium;
La Mesa/Spring Valley School District;
La Mesa Police Department;
Lakeside Union School District;
Lemon Grove School District;
Mountain Empire Unified School District;
San Diego County Office of Education;
San Diego Youth Services;

Santee School District.

New members are encouraged to create a Local Management Advisory Team (LMAT) based upon the model created by the East Region Management Resource Advisory Commission (See Above).

New members may be added to the MOU at the discretion of the Local Management Advisory Team.

WHEREAS, according to 34 CFR § 99.3 Education Records exclusions, “Generally, schools must have written permission from the parent or eligible student in order to release any information from a student’s education record. However FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31)...Appropriate officials in cases of health and safety emergencies; and State and local authorities, within a juvenile justice system, pursuant to specific state law.”; and

WHEREAS under CCR Title 9, Chapter 11, Sections 1810.246.1, for California Early Periodic Screening Diagnosis and Treatment, “A Significant Support Person” is defined as a person who, in the opinion of the child/youth, or the person providing services, who has or could have a significant role in the successful outcome of treatment, including but not limited to the parents or legal guardian or relatives of the child/ youth or a person living in the same household as the child/youth, a legal representative of a child/ youth who is not a minor, a person living in the same household as the child/youth, and relatives of the child/youth.”

WHEREAS, Welfare and Institutions Code § 18986.46 allows members of a multidisciplinary services team within an integrated children’s services program to share information and/or records relevant to the formation of an integrated services plan and to the delivery of services to children and their families so long as the minor or his/her representative, including the court which has jurisdiction over those children who are wards or dependents of the court, consent to such a sharing of information and/or records; and

WHEREAS, Welfare and Institutions Code § 18986.46 provides that the sharing of information between members of a multidisciplinary services team within an integrated children’s services program shall be governed by memoranda of understanding between the agencies represented on the multidisciplinary team; and

WHEREAS, records maintained by the Health and Human Services Agency relating to any and all public assistance programs are confidential as are all client information collected and maintained by the Department of Social Services;

WHEREAS, Welfare and Institutions Code § 827 makes confidential all information pertaining to minors who are alleged to be victims of abuse or neglect; and

WHEREAS, Welfare and Institutions Code § 830 allows members of a multidisciplinary personnel team engaged in the prevention, identification, treatment of child abuse to disclose and exchange information and writings to and with one another relating to any incidents of child abuse that may also be a part of a juvenile court record or otherwise designated as confidential under state law if the member of the Team having that information or writing reasonably believes it is generally relevant to the prevention, identification, or treatment of child abuse; and

WHEREAS, Welfare and Institutions Code § 830 and Welfare and Institutions Code § 10850.1 also provide that all discussions relative to the disclosure or exchange of any such information or writings during team meetings are confidential and, notwithstanding any other provision of law. Testimony concerning any such discussion is not admissible in any criminal, civil, or juvenile court proceeding; and

WHEREAS, Welfare and Institutions Code § 10850.1 provides that the activities of a multidisciplinary personnel team engaged in the prevention, identification, and treatment of child abuse are activities performed in the administration of public social services, and a member of a team may disclose and exchange any information or writing that is also kept or maintained in connection with any program of public social services or otherwise designated as confidential under state law which he or she reasonably believes is relevant to the prevention, identification, or treatment of child abuse or the abuse of elder or dependent persons to other members of the team; and

WHEREAS, Welfare and Institutions Code § 18951 defines “Multidisciplinary personnel” to mean any team of three or more persons who are trained in the prevention, identification and treatment of child abuse and neglect cases who are qualified to provide a broad range of services related to child abuse and that the team may include, but not be limited to:

1. Psychiatrists, psychologists or other trained counseling personnel.
2. Police Officer or other law enforcement agents.
3. Medical personnel with sufficient training to provide health services.
4. Social workers with experience or training in child abuse prevention.
5. Any public or private school teacher, administrative officer, supervisor or child welfare and attendance, or certified pupil personnel employee; and

WHEREAS, Welfare and Institutions Code § 18964 (a) provides a person who is trained and qualified to serve on a multidisciplinary personnel team pursuant to subdivision (d) of Section 18951, whether or not the person is serving on a team, may be deemed, by the team, to be a part of the team as necessary for the purpose of prevention, identification, management, or treatment of an abused child and his or her parents; that the designated team may deem a person to be a member of the team for a particular case, and that the team shall specify its reasons, in writing, or deeming that person to be a member of the team; and that the person, when deemed a member of the team, may receive and disclose information relevant to a particular case as though he or she were a member of the team; and

WHEREAS, regarding one to one communication between members of the workgroup it must be established prior to the sharing of information that the members have a mutual client for sharing of detailed client information;

WHEREAS according to the Office for Civil Rights regarding schools:

“At the elementary or secondary school level, students’ immunization and other health records that are maintained by a school district or individual school, including a school-operated health clinic, that receives funds under any program administered by the U.S. Department of Education are “education records” subject to *FERPA*, including health and medical records maintained by a school nurse who is employed by or under contract with a school or school district. Some

schools may receive a grant from a foundation or government agency to hire a nurse. Notwithstanding the source of the funding, if the nurse is hired as a school official (or contractor), the records maintained by the nurse or clinic are “education records” subject to *FERPA*.” and

“An (other) exception permits the disclosure of education records, without consent, to appropriate parties in connection with an emergency, if knowledge of the information is necessary to protect the health or safety of the student or other individuals. See 34 *CFR* §§ 99.31(a)(10) and 99.36.”

<http://www.hhs.gov/ocr/hipaa/HIPAAFERPAjointguide.pdf>

The membership of the above mentioned entities agree that:

INFORMATION SHARING

Each entity is individually responsible for abiding by the applicable laws and regulations pertaining to the data each has collected regarding their clients. Nothing in this MOU shall relieve an entity from abiding by relevant laws or regulation.

Group discussions for the purpose of improving coordinated services, outcome measurements, and efficacy of services, intervention trends or strategies will be limited to the specific data elements as identified by each LMAT group. Supervisors for each entity will provide the identified information so that when presented it is anonymized and the workgroup will not know the identity of the individual who is subject of the discussion

In the event common interest arises in serving an unidentified client, additional information may be shared by supervisors but only additional information that is relevant to the requesting entity’s services. The additional information may only be shared between the group members that will be providing services and in closed session between the interested parties.

All information shared will be treated as confidential and not disclosed by the recipient unless it is for the purpose of developing comprehensive services or by legal mandate.

Please print clearly the name of your agency or organization:

La Mesa-Spring Valley School District

Please print clearly your name:

Brian E. Marshall

Please sign your name in ink:

Date:

Telephone Number:

E-mail:

619-668-5700

brian.marshall@lmsvsd.k12.ca.us

Mailing Address:

4750 Date Avenue, La Mesa, CA 91942

A copy of this signature page will be retained in participating agency secretary files.

The Global Oversight Analysis Linking Systems (G.O.A.L.S.) MOU was originally created in partnership with San Diego County Office of Education Project PEACE, Grossmont Union High School District Project SHIELD and their key stakeholders in San Diego County's East Region and funded by the Safe Schools Healthy Students Initiative.



The expansion of the MOU is being funded through the CalMSHA Initiative



The California County Superintendents Educational Services Association's Regional K-12 Student Mental Health Initiative is administered by the California Mental Health Services Authority (CalMSHA), an organization of county governments working to improve mental health outcomes for individuals, families and communities. Prevention and Early Intervention programs implemented by CalMSHA are funded by counties through the voter-approved Mental Health Services Act (Prop 63). Prop 63 provides the funding and framework needed to expand mental health services to previously underserved populations and all of California's diverse communities.



WELLNESS • RECOVERY • RESILIENCE

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Claudia Bender
Assistant Superintendent, Human Resources

ITEM NUMBER: HR-1 Human Resources Recommendations
Standard Recommendations

Action Item

The Human Resources recommendations which are attached for consideration at the April 16, 2013, Board of Education meeting are standard.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board approve/ratify the attached standard Human Resources recommendations as presented.

1. Standard Human Resources Recommendations – April 16, 2013

CERTIFICATED:

Approval of Contract:

Effective:

Gorenstein, Abby J.	Speech-Language Pathologist	V-10	04/08/13
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Approval of Acceptance of Resignation:

Bender, Claudia C.	Assistant Superintendent, Human Resources (retiring)	07/31/13
Fleisher, Carol A.	Teacher (retiring)	06/14/13
Hunt, Patricia I.	Speech-Language Pathologist (retiring)	04/15/13
Maloy, Angel Y.	Teacher (resigning)	06/14/13
Parsons, Jeannie B.	Reading Specialist (retiring)	06/14/13
Straus, Paula N.	Teacher (retiring)	06/14/13

Approval of Extension of Leave of Absence:

Martin, Jennifer S.	Teacher (moved from area)	06/17/13 – 06/30/14
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Approval of Correction to Initial Salary Placement:

Brandis, Naomi J.	From: V-10	To: VI-10	02/01/13
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Approval of Contract Revision:

Harris, Sandra S.	From: 60%	To: 80%	03/04/13
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CLASSIFIED:

Approval of Employment/Merit System:

Boomgarden, Seth P.	Business Services Analyst	86-A	03/14/13
Henze, Mary M.	Speech-Language Pathology Assistant	69-A	04/09/13
Mcmorris, Renece	Speech-Language Pathology Assistant	69-B	04/08/13
Nail, Kimberly L.	School Bus Driver	42-A	04/08/13
Phouthavong, Jennie D.	Health Aide	24-A	04/08/13

Approval of Employment:

Ballance, Ryan J.	Extended School Services Attendant	\$10.33/hr	04/03/13
Bio, Thania	Playground Attendant	\$8.98/hr	03/13/13
Covarubias, Ariana C.	Extended School Services Assistant Leader	\$13.59/hr	02/19/13
Deodat, Anita L.	Extended School Services Assistant Leader	\$13.59/hr	02/19/13
Garcia, Antonia A.	Extended School Services Attendant	\$10.33/hr	03/11/13
Patrias Duenas, Tianna A.	Extended School Services Attendant	\$10.33/hr	03/07/13
Tillman, Alyssa M.	Extended School Services Attendant	\$10.33/hr	04/03/13
Trent, Chardonay M.	Extended School Services Attendant	\$10.33/hr	04/03/13

Approval of Acceptance of Resignation/Merit System:

Boutros, Martha L.	Child Nutrition Worker I (from leave – employment elsewhere)	04/07/13
Lamb, Kathleen	Classified Special Assignment (retiring)	03/31/13
Ting, Lori	Paraprofessional – Special Education (retiring)	06/14/13
Wallenborn, Walter W.	School Bus Driver (retiring)	04/01/13

Approval of Placement on 39-Month Reemployment List:

Tapia, Michelle L.	Paraprofessional – Special Education	03/08/13
Tello, Martimiana	Paraprofessional – Special Education	05/21/13

Approval of Rehire from 39-Month Reemployment List:

Caudle, Stephanie A.	Paraprofessional – Special Education	21-F+	04/08/13
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CONSULTANT, LECTURER/PRESENTER, SHORT-TERM EMPLOYMENT: (Attached)

All Around Mobile Music	Lecturer/Presenter (Spring Valley Middle)	03/18/13 – 06/15/13
AnderSound	Lecturer/Presenter (Spring Valley Middle)	06/14/13
Beyond Technology Education	Consultant (Learning Support/NPS)	03/20/13 – 06/30/13
Dorcy, Bruce	Lecturer/Presenter (Murdock)	05/17/13
Huskey, Sharon	Short-Term Employment (Learning Support)	04/01/13 – 06/30/13
South Bay Tropical Marine & Reptile	Lecturer/Presenter (Loma)	05/15/13
Waitly, Tammi	Short-Term Employment (Fletcher Hills)	03/19/13 – 06/11/13

HUMAN RESOURCES
MAR 22 2013

La Mesa-Spring Valley School District
CONTRACT FOR CONSULTANT OR LECTURER/PRESENTER SERVICES

CONTRACT MUST BE COMPLETED AND SIGNED BY CONSULTANT OR LECTURER/PRESENTER. APPROPRIATE APPROVAL SIGNATURES MUST BE OBTAINED, AND MUST BE SUBMITTED TO HUMAN RESOURCES FOR BUDGET APPROVAL THREE (3) WEEKS PRIOR TO NEXT REGULAR BOARD MEETING. THIS FORM MUST BE TYPED.

Originating School or Department SVMS Date 3/14/13
Consultant/Lecturer/Presenter Name Helle Michaelsen Soc Sec No f
Name of Firm or Business All Around Mobile Music Taxpayer ID No (for 109) _____
Address _____
Background and qualifications of Consultant/Lecturer/Presenter Years of experience providing DJ services for schools.

Program to be charged	Fund	Sub	Resource	Sub	Goal	Function	Object	Sub	School	Loc	Split %	Split \$
ASB												

☐ Consultant ☒ Lecturer/Presenter [Signature] Date March 18, 2013
Signature, Principal or Department Head
Additional Approval (If needed) Date [Signature] Date 4/1/13
Signature of Assistant Superintendent
APPROVED FOR BOARD SUBMISSION: [Signature] Date 4/9/13
Assistant Superintendent, Human Resources Board Approval Date

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made and entered into this 18th day of March, 2013, by and between the LA MESA-SPRING VALLEY SCHOOL DISTRICT, 4750 Date Avenue, La Mesa, California 91942, (hereafter -District"), and All Around Mobile Music/Helle Michaelsen (hereafter "Contractor").

WHEREAS, Contractor represents that he or she is specially trained, experienced, and competent to provide the special services and to give the advice called for by this Agreement; and

WHEREAS, District has determined that it has a need to enter into this Agreement with Contractor for the special services and advice described herein.

NOW THEREFORE, it is mutually agreed by the parties hereto as follows:

- EMPLOYMENT OF CONTRACTOR.** The District hereby engages Contractor, and Contractor agrees to perform the professional services as hereinafter set forth.
- TERM OF AGREEMENT.** The term of this Agreement shall be for the period commencing 3/18/2013, through 6/15/2013, inclusive; or, services shall be provided on the following dates _____.
- COMPENSATION.** The District agrees to pay Contractor the amount of not to exceed \$300 per dance/event for the performance of all services rendered pursuant to this Agreement. Payments shall be made upon receipt and verification of Contractor's invoice for services delivered. Invoices shall not exceed one per month and should be submitted to the District's Administrator, as stated in provision 5 below, for verification.
- SCOPE OF SERVICES AND AUDIT OF RECORDS.** Contractor shall keep designated District representatives fully informed as to the progress of the work and shall submit to District such oral and written reports as District may specify. Contractor will maintain such records as may be necessary to support hours worked, activities, and expenses in the performance of this contract. These records and other data, reports, or materials respecting matters covered by this Agreement, shall be made available for examination during normal business hours, at District's place of business, as District may deem necessary. Contractor hereby agrees to perform the professional services specified below; or, set forth in Exhibit A, attached hereto and incorporated herein by reference, to the satisfaction of the District.

This company will provide DJ services and equipment for our after school dances.

12295

HUMAN RESOURCES
MAP 22 2013

La Mesa-Spring Valley School District
CONTRACT FOR CONSULTANT OR LECTURER/PRESENTER SERVICES

CONTRACT MUST BE COMPLETED AND SIGNED BY CONSULTANT OR LECTURER/PRESENTER, APPROPRIATE APPROVAL SIGNATURES MUST BE OBTAINED, AND MUST BE SUBMITTED TO HUMAN RESOURCES FOR BUDGET APPROVAL THREE (3) WEEKS PRIOR TO NEXT REGULAR BOARD MEETING. THIS FORM MUST BE TYPED.

Originating School or Department Spring Valley Middle School Date 3/28/12
Consultant/Lecturer/Presenter Name Bill/Michelle Anderson Soc Sec No. _____
Name of Firm or Business AnderSound Taxpayer ID No (for 1099) _____
Address _____
Background and qualifications of Consultant/Lecturer/Presenter This company has previous experience providing the music and sound system for the promotion ceremony at SVMS.

Program to be charged	Fund	Sub	Resource	Sub	Goal	Function	Object	Sub	School	Loc	Split	
	03	00	0000	191	1110	1000	5800	095	310		%	\$

☐ Consultant ☐ Lecturer/Presenter Dana Wright 3/22/13
Signature, Principal or Department Head Date
Additional Approval (if needed) [Signature] 4/8/13
Date Signature of Assistant Superintendent Date
APPROVED FOR BOARD [Signature] 4/9/13
SUBMISSION: Assistant Superintendent, Human Resources Date Board Approval Date

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made and entered into this 23rd day of March, 2013, by and between the LA MESA-SPRING VALLEY SCHOOL DISTRICT, 4750 Date Avenue, La Mesa, California 91942, (hereafter "District"), and AnderSound (hereafter "Contractor").

WHEREAS, Contractor represents that he or she is specially trained, experienced, and competent to provide the special services and to give the advice called for by this Agreement; and

WHEREAS, District has determined that it has a need to enter into this Agreement with Contractor for the special services and advice described herein.

NOW THEREFORE, it is mutually agreed by the parties hereto as follows:

- EMPLOYMENT OF CONTRACTOR.** The District hereby engages Contractor, and Contractor agrees to perform the professional services as hereinafter set forth.
- TERM OF AGREEMENT.** The term of this Agreement shall be for the period commencing _____, through _____, inclusive; or, services shall be provided on the following dates Friday June 14, 2013.
- COMPENSATION.** The District agrees to pay Contractor the amount of \$650.00 for the performance of all services rendered pursuant to this Agreement. Payments shall be made upon receipt and verification of Contractor's invoice for services delivered. Invoices shall not exceed one per month and should be submitted to the District's Administrator, as stated in provision 5 below, for verification.
- SCOPE OF SERVICES AND AUDIT OF RECORDS.** Contractor shall keep designated District representatives fully informed as to the progress of the work and shall submit to District such oral and written reports as District may specify. Contractor will maintain such records as may be necessary to support hours worked, activities, and expenses in the performance of this contract. These records and other data, reports, or materials respecting matters covered by this Agreement, shall be made available for examination during normal business hours, at District's place of business, as District may deem necessary. Contractor hereby agrees to perform the professional services specified below, or, set forth in Exhibit A, attached hereto and incorporated herein by reference, to the satisfaction of the District.

Provide music and sound system for the promotion ceremony at Spring Valley Middle.

12296

MAR 18 2013

La Mesa-Spring Valley School District

CONTRACT FOR CONSULTANT OR LECTURER/PRESENTER SERVICES

CONTRACT MUST BE COMPLETED AND SIGNED BY CONSULTANT OR LECTURER/PRESENTER, APPROPRIATE APPROVAL SIGNATURES MUST BE OBTAINED, AND MUST BE SUBMITTED TO HUMAN RESOURCES FOR BUDGET APPROVAL THREE (3) WEEKS PRIOR TO NEXT REGULAR BOARD MEETING. THIS FORM MUST BE TYPED.

Originating School or Department Learning Support - Christ Lutheran School Date 3/19/2013
 Consultant/Lecturer/Presenter Name _____ Soc Sec No _____
 Name of Firm or Business Beyond Technology Education Taxpayer ID No (for 1099) _____
 Address 4 _____
 Background and qualifications of Consultant/Lecturer/Presenter 20 years experience in technology education

Program to be charged	Fund	Sub	Resource	Sub	Goal	Function	Object	Sub	School	Loc	Split	
											%	\$
Title II	06	00	4035	000	1110	2140	5800	020	971			

☐ Consultant ☐ Lecturer/Presenter

Signature, Principal or Department Head

Date

Additional Approval (If needed)

Date

Signature of Assistant Superintendent

Date

APPROVED FOR BOARD

SUBMISSION:

Assistant Superintendent, Human Resources

Date

Board Approval Date

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made and entered into this 20th day of March, 2013, by and between the LA MESA-SPRING VALLEY SCHOOL DISTRICT, 4750 Date Avenue, La Mesa, California 91942, (hereafter -District'), and Beyond Technology Education (hereafter

"Contractor").

WHEREAS, Contractor represents that he or she is specially trained, experienced, and competent to provide the special services and to give the advice called for by this Agreement; and

WHEREAS, District has determined that it has a need to enter into this Agreement with Contractor for the special services and advice described herein.

NOW THEREFORE, it is mutually agreed by the parties hereto as follows:

1. **EMPLOYMENT OF CONTRACTOR.** The District hereby engages Contractor, and Contractor agrees to perform the professional services as hereinafter set forth.
2. **TERM OF AGREEMENT.** The term of this Agreement shall be for the period commencing 3/20/2013, through 6/30/2013 inclusive; or, services shall be provided on the following dates _____.
3. **COMPENSATION.** The District agrees to pay Contractor the amount of \$4,950.00 for the performance of all services rendered pursuant to this Agreement. Payments shall be made upon receipt and verification of Contractor's invoice for services delivered. Invoices shall not exceed one per month and should be submitted to the District's Administrator, as stated in provision 5 below, for verification.
4. **SCOPE OF SERVICES AND AUDIT OF RECORDS.** Contractor shall keep designated District representatives fully informed as to the progress of the work and shall submit to District such oral and written reports as District may specify. Contractor will maintain such records as may be necessary to support hours worked, activities, and expenses in the performance of this contract. These records and other data, reports, or materials respecting matters covered by this Agreement, shall be made available for examination during normal business hours, at District's place of business, as District may deem necessary. Contractor hereby agrees to perform the professional services specified below, or, set forth in Exhibit A, attached hereto and incorporated herein by reference, to the satisfaction of the District.

Integration Training for 9 Integration projects.

12290

0628-557-097-1. 101 101

REQUISITION FOR SHORT-TERM EMPLOYMENT

To be completed by school/department and approved prior to service (Submit all copies to Human Resources) 2013

Print Name Sharon Huskey Date March 4, 2013Describe service performed/Program Objective Administer CELDT TestingDate(s) of Service 4-1-13 TO 6-30-13 Location of Service Various School Sites

Program to be charged	Fund	Sub	Resource	Sub	Goal	Function	Object	Sub	School	Loc	Split	
	03	00	0000	000	4760	4000	1900	099	513		%	\$

Hourly or Daily Rate (circle one) \$ 115/day Total Not to Exceed \$ 3450.00

Expenditure Approved by:

Principal/Department Head [Signature] Date 4/8/13 Spec. Education/Spec. Programs (if required) [Signature] Date 3/15/13Accounting/Budget Review [Signature] Date 4/8/13 Asst. Supt., Business or Asst. Supt., Instruction [Signature] Date 4/8/13Assistant Superintendent, Human Resources [Signature] BOARD APPROVAL DATE 4/8/13 No service to be rendered until after Board approval.

APPLICATION FOR SHORT-TERM EMPLOYMENT

(To be completed by applicant only if not completed previously.)

Please Type

Name Huskey Sharon Soc. Sec. No.
Last First MiddleAddress
Street City State ZipTelephone Cell phone Are you a citizen of the United States? ☒ Yes ☐ No If No, do you have a legal right to work in the U.S.? ☐ Yes ☐ NoHave you ever been employed by this district? ☒ Yes ☐ No If Yes, when? Under what name? Are you currently a member of a California retirement system? ☒ Yes ☐ No If Yes, which system: ☐ STRS ☐ PERSHave you ever been convicted of any criminal offense? ☐ Yes ☒ No If Yes, please give date of each offense and sentence below:

(The District reserves the right to fingerprint all applicants.)

Background qualifications for assignment Retired LMSVSD Teacher

Professional references (include those who know of your ability and experience):

Name Occupation Complete Mailing Address Telephone

I understand that any false or misleading information given on this application may be cause for rejection of application and/or removal from employment. I hereby authorize the District to conduct work history, reference, or police record inquiries to determine my acceptability for employment.

Signature Sharon M. Huskey Date 3/5/13

CONTRACT FOR CONSULTANT OR LECTURER/PRESENTER SERVICES

HUMAN RESOURCES
MAR 25 2013

CONTRACT MUST BE COMPLETED AND SIGNED BY CONSULTANT OR LECTURER/PRESENTER. APPROPRIATE APPROVAL SIGNATURES MUST BE OBTAINED. AND MUST BE SUBMITTED TO HUMAN RESOURCES FOR BUDGET APPROVAL THREE (3) WEEKS PRIOR TO NEXT REGULAR BOARD MEETING. THIS FORM MUST BE TYPED.

Originating School or Department Loma Elementary Date March 18, 2013
 Consultant/Lecturer/Presenter Name EZU Soc Sec No _____
 Name of Firm or Business Chula Vista H.S. / South Bay Tropicals Taxpayer ID No (for 1099) _____
 Address _____
 Background and qualifications of Consultant/Lecturer/Presenter Owner of Exotic Pet Store; expert animal handler

Program to be charged	Fund	Sub	Resource	Sub	Goal	Function	Object	Sub	School	Loc	Split	
											%	\$
<u>0</u>									<u>360</u>			

☐ Consultant ☒ Lecturer/Presenter Julia B... Date 3/19/13
 Signature, Principal or Department Head
 Additional Approval (if needed) _____ Date _____ Signature of Assistant Superintendent _____ Date 4/1/13
 APPROVED FOR BOARD _____ Date 4/19/13
 SUBMISSION: Assistant Superintendent, Human Resources _____ Date _____ Board Approval Date _____

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made and entered into this 14 day of March, 2013, by and between the LA MESA-SPRING VALLEY SCHOOL DISTRICT, 4750 Date Avenue, La Mesa, California 91942, (hereafter "District"), and Michael Yarbrough from South Bay Tropical Marine & Reptile (hereafter "Contractor").

WHEREAS, Contractor represents that he or she is specially trained, experienced, and competent to provide the special services and to give the advice called for by this Agreement; and

WHEREAS, District has determined that it has a need to enter into this Agreement with Contractor for the special services and advice described herein.

NOW THEREFORE, it is mutually agreed by the parties hereto as follows:

- EMPLOYMENT OF CONTRACTOR.** The District hereby engages Contractor, and Contractor agrees to perform the professional services as hereinafter set forth.
- TERM OF AGREEMENT.** The term of this Agreement shall be for the period commencing May 15, 2013, through May 15, 2013, inclusive; or, services shall be provided on the following dates May 15, 2013.
- COMPENSATION.** The District agrees to pay Contractor the amount of \$ 0.00 for the performance of all services rendered pursuant to this Agreement. Payments shall be made upon receipt and verification of Contractor's invoice for services delivered. Invoices shall not exceed one per month and should be submitted to the District's Administrator, as stated in provision 5 below, for verification.
- SCOPE OF SERVICES AND AUDIT OF RECORDS.** Contractor shall keep designated District representatives fully informed as to the progress of the work and shall submit to District such oral and written reports as District may specify. Contractor will maintain such records as may be necessary to support hours worked, activities, and expenses in the performance of this contract. These records and other data, reports, or materials respecting matters covered by this Agreement, shall be made available for examination during normal business hours, at District's place of business, as District may deem necessary. Contractor hereby agrees to perform the professional services specified below; or, set forth in Exhibit A, attached hereto and incorporated herein by reference, to the satisfaction of the District.

12298

REQUISITION FOR SHORT-TERM EMPLOYMENT

MAR 21 2013

To be completed by school/department and approved prior to service (Submit all copies to Human Resources)

Print Name Tammi WaitlyDate 03/19/13Describe service performed/Program Objective Choir director (after school)Date(s) of Service 03/19/13-06/11/13Location of Service Fletcher Hills Elementary

Program to be charged	Fund	Sub	Resource	Sub	Goal	Function	Object	Sub	School	Loc	Split	
											%	\$
Chorus	03	00	0000	192	1110	1000	2900	099	130	242		

Hourly or Daily Rate (circle one) \$ 21.00Total Not to Exceed \$ 1,000.00

Expenditure Approved by:

Principal/Department HeadDate 03/19/13

Accounting/Budget Review

Assistant Superintendent, Human ResourcesDate 3/25/13Date 4/9/13

Spec. Education/Spec. Programs (if required)

Asst. Supt., Business or Asst. Supt., Instruction

Date 4/1/13

Date

BOARD APPROVAL DATE

No service to be rendered until after Board approval.

APPLICATION FOR SHORT-TERM EMPLOYMENT

(To be completed by applicant only if not completed previously.)

Please Type

Name Waitly Tammi J Soc. Sec. No. 555-55-5555
 Last First Middle
 Address o
 Street City State/Zip
 Telephone o Cell phone o

Are you a citizen of the United States? ☒ Yes ☐ No If No, do you have a legal right to work in the U.S.? ☐ Yes ☐ NoHave you ever been employed by this district? ☐ Yes ☒ No If Yes, when? Under what name?Are you currently a member of a California retirement system? ☐ Yes ☒ No If Yes, which system: ☐ STRS ☐ PERSHave you ever been convicted of any criminal offense? ☐ Yes ☒ No If Yes, please give date of each offense and sentence below:

(The District reserves the right to fingerprint all applicants.)

Background qualifications for assignment Current music teacher at Mira Mesa Christian School, Musical Theatre Instructor at CYT 6 years, 15 years as a children's choir director at MUCF, current instructor at Aorkshop Studio 13

Professional references (include those who know of your ability and experience):

Name	Occupation	Complete Mailing Address	Telephone
<u>Linda Wolfe</u>	<u>Musical Theatre Director</u>		<u>619-775-5576</u>

I understand that any false or misleading information given on this application may be cause for rejection of application and/or removal from employment. I hereby authorize the District to conduct work history, reference, or police record inquiries to determine my acceptability for employment.

Signature See Attached

Date

Rev. 9/06

09973

Distribution: White: Human Resources

Yellow: Payroll

Pink: Accounting

Goldenrod: Originator

17772

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Claudia Bender
Assistant Superintendent, Human Resources

ITEM NUMBER: HR-2 Human Resources Recommendations
Authorization to Enter into an Agreement with the University of
South Dakota

Action Item

Each year, various institutions of higher education request assistance with the professional training of teachers, counselors, speech therapists and psychologists.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board authorize staff to enter into the attached agreement with the University of South Dakota.

CLINICAL PLACEMENT AFFILIATION AGREEMENT

Department of Communication Sciences and Disorders

University of South Dakota

414 East Clark Street

Vermillion, SD 57069

The University of South Dakota's Communication Sciences and Disorders Department and the

La Mesa-Spring Valley School District

4750 Date Avenue

La Mesa, California 91942

hereby agree to participate jointly in a cooperative clinical education program for University trainees in Speech-Language Pathology, Audiology, or both. This program will involve the selection and placement of graduate students into community-based clinical programs with supervision being provided by professional staff of the site agency or program. This agreement includes observations by undergraduate and graduate students.

In the interest of mutual understanding and cooperation, the University program and the site agency agree to the following:

I. The University training program agrees to:

- a) Select graduate students who are in good standing and have appropriate academic and clinical preparation for the placement.
- b) Provide information to the site, if requested, describing academic and clinical preparation and background of the trainee relative to ASHA requirements for the Certificate of Clinical Competence.
- c) Provide liaison contacts between the training program and the site agency throughout each semester that a trainee is placed with that agency. These contacts may include electronic communications, telephone consultations, and/or site visitations.
- d) Provide general information about the expectations of the placement.
- e) Provide evaluation instruments to be used by the supervisor(s)/preceptor(s).

II. The Clinical Education site agency or program agrees to:

- A. Provide ongoing clinical supervision of the trainee by a member of their professional staff who holds a current Certificate of Clinical Competency from the American Speech Language and Hearing Association in the area in which the student will do practicum (Speech Language Pathology or Audiology). As discussed below, supervision should be appropriate to the level of training, education, experience, and competence of the student and will meet both departmental and ASHA Council for Clinical Certification (CFCC) requirements and criteria:

USD Department of Communication Disorders Supervision Policy:

All clinical supervision must meet the following criteria:

- A minimum of 25% real-time, direct supervision of assessments/intervention per client with this amount increased upwards based on individual's experience and competency level (i.e., supervision often exceeds 50-75% for beginning clinical practica, especially for those disorders with which the student has had little experience. It then decreases over time with experience, as warranted).
- For diagnostic evaluations, a minimum of 50% real-time, direct supervision is required (again, frequently beginning at a higher level unless the student is familiar with the disorder/diagnostic procedure). For fourth-year externs in Audiology, this requirement may be waived depending upon skill level of the extern; however, supervision should never be less than 25%.

ASHA CFCC Supervision Criteria (Audiology):

From Audiology CFCC Standard III: Program of Study

Applicants for certification must complete a program of graduate study that includes ... supervised clinical practicum sufficient in depth and breadth to achieve the knowledge and skills outcomes stipulated in Standard IV. The supervision must be provided by individuals who hold the ASHA Certificate of Clinical Competence (CCC) in Audiology.

Implementation: Supervision must be sufficient to ensure the welfare of the patient and the student in accordance with the ASHA Code of Ethics. Supervision of clinical practicum must include direct observation, guidance, and feedback to permit the student to monitor, evaluate, and improve performance and to develop clinical competence. The amount of supervision must also be appropriate to the student's level of training, education, experience, and competence. Supervisors must hold a current CCC in the appropriate area of practice. The supervised activities must be within the scope of practice of audiology to count towards certification.

ASHA CFCC Supervision Criteria (Speech-Language Pathology):

Speech-Language Pathology CFCC Standard V-E:

Supervision must be provided by individuals who hold the Certificate of Clinical Competence in the appropriate profession. The amount of direct supervision must be commensurate with the student's knowledge, skills, and experience, must not be less than 25% of the student's total contact with each client/patient, and must take place periodically throughout the practicum. Supervision must be sufficient to ensure the welfare of the client/patient.

Implementation: Direct supervision must be in real time. A supervisor must be available to consult with a student providing clinical services to the supervisor's client. Supervision of clinical practicum is intended to provide guidance and feedback and to facilitate the student's acquisition of essential clinical skills. The 25% supervision standard is a minimum requirement and should be adjusted upward whenever the student's level of knowledge, skills, and experience warrants.

- B. Provide a copy of credentials of supervisors/preceptors indicating current ASHA certification and licensure/teacher certification as appropriate for the setting.
- C. Approve major decisions by student clinicians regarding evaluation and management of clients before they are implemented or communicated to the client or family of the client.
- D. Evaluate the quality of clinical work and professional traits and attitudes of each trainee by way of clinical skills evaluation tools provided by the University practicum education program. Other evaluation tools may be added to these, if desired. Evaluations must occur no less than twice per semester (e.g., midterm and final).
- E. Promptly notify the University program coordinator of any problems that might exist in the

placement.

- F. Hold harmless and indemnify the State of South Dakota, the South Dakota Board of Regents, The University of South Dakota, their officers, agents or employees from any and against any and all actions, suits, damages, liability, or other proceedings that may arise as a result of its performance of this contract. Nothing herein requires the Clinical Placement Site to be responsible for any action, suit, damage, liability, or other proceeding that may arise as a result of the negligence, misconduct, error or omission of the State of South Dakota, the South Dakota Board of Regents, The University of South Dakota, their officers, agents, or employees.

STATE LIABILITY COVERAGE

The University of South Dakota does not insure with commercial liability insurance providers, but as an entity of the State of South Dakota, participates in the Public Entity Pool for Liability, a self insured liability program established by state law. This is a tort liability coverage program for employees of the State and provides for payment of valid tort claims against employees. The coverage amount is \$1,000,000 per accident, act, error, omission or event, which results in damages and arises within the scope of the employee's duties, and for which the employee is legally obligated to pay. Certificate of coverage is available upon request.

STUDENT INSURANCE

Students participating under this clinical program carry liability insurance coverage for acts of negligence and malpractice in the amounts of \$1,000,000 for each Incident or Occurrence and \$3,000,000 in the Aggregate. Certificate of coverage is available upon request and will be provided with each placement.

FUNDING OUT PROVISION

This Agreement depends upon the continued availability of appropriated funds and expenditure authority from the Legislature for this purpose. If for any reason legislature fails to appropriate or grant expenditure authority or funds become unavailable by operation of law or federal funds reductions, this Agreement will be terminated by the State. Termination for any of these reasons is not a default by the State nor does it give rise to a claim against the State.

DISCRIMINATION PROVISION

It is mutually agreed that there shall be no discrimination on the basis of a person's race, color, creed, religion, national origin, ancestry, citizenship, gender, sexual orientation, age, or disability.

GOVERNING LAW PROVISION

This Agreement shall be governed by and construed in accordance with the laws of the State of South Dakota. Any lawsuit pertaining to or affecting this agreement shall be venued in Circuit Court, Sixth Judicial Circuit, Hughes County, South Dakota.

TERM AND TERMINATION

This general agreement will commence on the signing date and continue for one (1) year from the signing date and be renewed automatically for successive one (1) year periods unless terminated in writing by either party according to the provisions set forth below.

- a. Either party may terminate this agreement with or without cause upon forty-five (45) days advance written notice.
- b. If a student is in a placement during the time of termination, s/he will be allowed to complete the full placement.

PROTECTED HEALTH INFORMATION

The University will direct its students to comply with the policies and procedures of Clinical Site, including those governing the use and disclosure of individually identifiable health information under federal law, specifically 45 CFR parts 160 and 164. Solely for the purpose of defining the students' role in relation to the use and disclosure of Clinical Site's protected health information, the trainees are defined as members of the Clinical Site's workforce, as that term is defined by 45 CFR 150.103, when engaged in activities pursuant to this Agreement. Nevertheless, the students are not and shall not be considered to be employees of the Clinical Site.

Claudia Bender
Assistant Superintendent, Human Resources
La Mesa-Spring Valley School District

Date

James W. Abbott
President
University of South Dakota

Date

Teri James Bellis, Ph.D., CCC-A, FAAA, F-ASHA
Professor and Chair
Department of Communication Sciences and Disorders
Director, USD Speech and Hearing Clinics

Date

La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013

PREPARED BY: **Claudia Bender**
 Assistant Superintendent, Human Resources

ITEM NUMBER: **HR-3 Human Resources Recommendations**
 Approval of Reduced Workload Program Participation

Action Item

Pursuant to Education Code Section 44922, and in accordance with the La Mesa-Spring Valley School District certificated contract, an employee may perform teaching responsibilities on a part-time basis with full retirement credit for a period of one school year. The teacher must be 55 years old prior to the workload reduction and have worked full-time for a minimum of ten years.

The following employee meets the eligibility criteria and has requested part-time employment with full retirement credit for the 2013-2014 school year:

Paul D. Schnaubelt	Resource Teacher, ELA Coach	60% FTE	Learning Support
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ADMINISTRATIVE RECOMMENDATION

It is recommended the Board approve participation in the CalSTRS Reduced Workload Program for Paul Schnaubelt for the 2013-2014 school year.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Claudia Bender
Assistant Superintendent, Human Resources

ITEM NUMBER: HR-4 Human Resources Recommendations
Approval of Revised Job Description – Psychologist

In response to recent changes in availability of funding for outside services, the attached job description was updated to reflect the need for psychologists to provide counseling services for students based on the student's Individualized Education Plan.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board approve the attached revised job description for Psychologist.

PSYCHOLOGIST

PRIMARY FUNCTION:

Under the immediate, direct supervision of the site administrator, and with supporting supervision of the Director, Special Education the psychologist shall assist school personnel in identifying and resolving problems of student learning and behavior. He/she shall work with other District employees and parents in creating an overall school environment conducive to learning for the students in the District.

Professional Responsibilities

1. Compile and analyze data and statistical information as required.
2. Comply with state and federal laws and regulations regarding IDEA.
3. Maintain awareness and understanding of current educational trends and developments through professional literature, site and District meetings, attending conferences, and staff development.
4. Maintain personal standards of grooming compatible with the contract.
5. Maintain standard of promptness in carrying out assignments.
6. Maintain up to date and accurate student records.
7. Meet obligations as specified by the Education Code and Board Policy.
8. Participate in District and department activities such as staff meetings and Professional Learning Community work.
9. Share responsibility for effective operation of the school program.

ESSENTIAL FUNCTIONS:

Direct Service and Consultation

1. Confer with teachers, administrators, and other professional staff on findings of individual tests and help in efforts to better understand and place each student.
2. Conduct psycho-educational and behavioral assessments to assess and diagnose specific learning and behavioral disabilities as required by law and District procedures.
3. Consult with community agencies, such as probation department, mental health and welfare departments concerning students who are served by such community agencies.
4. Consult with parents to assist in understanding the learning and adjustment processes of children including cases involving acceleration or retention of a child and helping parents understand their child's disability and its effect on learning and behavior.
5. Consult with school personnel concerning appropriate learning objectives for children; have knowledge of and make recommendations for age appropriate educational intervention programs for students.
6. Consult with school personnel, in the development and implementation of classroom methods and procedures designed to facilitate student learning and appropriate behavior.

7. Consult with special education personnel concerning individual educational programs, educational goals and objectives, specific educational services, and special instructional media and materials used to achieve objectives.
8. *Facilitate individual and small group sessions to counsel students and address a variety of issues such as social skills development, resiliency and appropriate behavior, as indicated on the student's Individualized Education Plan.*
9. Participate, as appropriate, as a member of the Student Study and IEP teams, including evaluation and presentation of special education students for admission or placement in other programs or to general education classes.
10. Plan and conduct inservice training and programs for general and special education staff involved in understanding the needs of children requiring interventions and special services.
11. Serve as initial case manager for preschool students needing disciplinary evaluations.

Other Duties and Responsibilities

1. Consult and cooperate with special education personnel and participate in department meetings.
2. Represent the District at county and state level meetings of professional associations dealing with school psychology.

QUALIFICATION STANDARDS:

Ability – Above average recommendations from supervisors or other professionals who have observed the candidate's personal characteristics, scholastic attainment and professional performance.

EXPERIENCE/EDUCATION/CREDENTIALS:

A master's degree in educational psychology and a California Pupil Personnel Services credential.

KNOWLEDGE AND ABILITIES:

Ability to:

- Communicate with competent oral and written English skills.
- Establish and maintain cooperative and effective working relationships with others.
- Maintain confidentiality and use discretion.
- Use tact, patience and courtesy.

WORKING CONDITIONS:

Environment:

- Indoor and outdoor work environment.
- Driving between sites.

Physical Abilities:

- Bending at the waist, kneeling or crouching to assist students.
- Dexterity of hands and fingers to operate a computer keyboard.
- Following training, restrain students who become physically aggressive.
- Hearing and speaking to exchange information and make presentations.
- Lifting to assist students; lifting to move equipment and materials.
- Seeing to read, prepare and review a variety of activities and to monitor student health and activities.
- Sitting or standing for extended periods of time.
- Walking extended lengths to move around offices, campuses, and community.

Hazards:

- Potential exposure to communicable diseases and contact with blood and other body fluids.
- Potential exposure to physical injury from aggressive behavior.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Claudia Bender
Assistant Superintendent, Human Resources

ITEM NUMBER: HR-5 Human Resources Recommendations
Approval to Establish the Position of Program Manager –
Special Education

Action Item

In order to better support the needs of our students, families and staff, the position of Program Manager – Special Education would be established. The focus of the new position is to assist the Director of Special Education with the administration, coordination and support of all special education programs and services.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board approve the certificated management position of Program Manager – Special Education, and the typical duties set forth in the attached job description.

PROGRAM MANAGER – SPECIAL EDUCATION

PRIMARY FUNCTION:

Under the immediate supervision of the Director, Special Education, the Program Manager is responsible for administration, coordination and support of all special education programs and services.

Professional Responsibilities

1. Compile and analyze data, perform basic accounting and audit services as required for documentation and program planning.
2. Comply with all state and federal guidelines regarding implementation of Individualized Education Plans (IEPS) and 504 plans.
3. Implement District and other mandated policies, procedures and/or processes for the purpose of providing direction and/or complying with mandated requirements.
4. Maintain awareness and understanding of current educational trends and developments through professional literature, by attending conferences, site and District meetings.
5. Maintain personal standards of grooming and professionalism.
6. Maintain standard of promptness in carrying out assignments.
7. Meet professional standards required of all administrators as described in the California Professional Standards for Educational Leaders.
8. Participate in Learning Leaders' Professional Learning Community work.

ESSENTIAL FUNCTIONS:

- 1. Assist the Director in preparation of the budget and financial aspects of the special education program for the purpose of ensuring sound fiscal practices are followed.**
2. Assist the Director and Assistant Superintendent, Learning Support in the coordination of interdepartmental goals and programs; assist with program improvement and compliance activities.
3. Consult with district administrators, special education staff, general education teachers and parents regarding the Individualized Education Program (IEP) process and provision of services in the least restrictive environment.
4. Coordinate extended school year programs. Schedule classes and staff placement; provide supervision and oversight on designated campuses.
5. Coordinate the development and selection of materials appropriate to the program; make recommendations to schools concerning the use of relevant and current instructional materials.
6. Monitor the provision of special education services in all placements (e.g., public school, home hospital, non-public, juvenile justice system).
7. Participate in the recruitment, selection, placement, training, supervision and evaluation of certificated and classified staff.

8. Plan, schedule and facilitate staff development opportunities and meetings with various internal and external parties (e.g. district staff, community organizations, parents, etc.) for the purpose of coordinating activities and ensuring the special education program achieves district and state objectives.
9. Prepare and maintain documentation in a variety of formats (e.g. memos, student records, program reports, etc.) for the purpose of providing written reference and ensuring program effectiveness, confidentiality and compliance with mandated requirements.
10. Respond to program specific school requests as needed and/or assigned for the purpose of ensuring program effectiveness, assisting in improving student achievement and complying with all relevant regulations.
11. Serve as a resource to IEP teams and attend IEP meetings regarding provision of special education and related services, as requested.
12. Serve on district, county and Special Education Local Plan Area (SELPA) committees.

Other Duties and Responsibilities

1. Function as a member of the District Management Team, performing any and all other duties as assigned by the Superintendent, Assistant Superintendent, Learning Support and/or Director, Special Education/Student Services.
2. Promote good health and wellness practices.

QUALIFICATION STANDARDS:

Ability – Above average recommendations from administrative supervisors or other professionals who have observed the candidate's personal characteristics, scholastic attainment, ability to communicate effectively and performance.

EXPERIENCE:

Minimum five (5) years of highly successful experience in a special education related position in a public school setting. Supervisory experience preferred.

EDUCATION/CREDENTIALS:

Valid Special Education Professional Clear Teaching Credential or a valid Pupil Personnel Services Professional Clear Credential. Appropriate Master's degree and a Tier 1 Administrative Services credential.

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Oral and written English communication skills.
- Interpersonal skills using tact, patience and courtesy.

Ability to:

- Establish and maintain cooperative and effective working relationships with others.
- Work with a significant diversity of individuals and/or groups.
- Maintain confidentiality and use discretion.

WORKING CONDITIONS:

Environment:

- Indoor and outdoor work environment.

Physical Abilities:

- Sitting or standing for extended periods of time.
- Walking extended lengths to move around offices, campuses and community.
- Bending at the waist, kneeling or crouching to work with students and equipment.
- Hearing and speaking to exchange information and make presentations.
- Seeing to read, prepare and review a variety of activities and to monitor student health and activities.
- Lifting to move equipment and materials.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Claudia Bender
Assistant Superintendent, Human Resources

ITEM NUMBER: HR-6 Human Resources Recommendations
Resolution 12-13-34, Directing Issuance of Final Layoff Notices

Action Item

ROLL CALL VOTE

On March 5, 2013, the Board of Education adopted a resolution to reduce or discontinue “particular kinds of services” for the 2013-2014 school year. The need to reduce particular kinds of services resulted in the issuance of preliminary layoff notices to four (4) certificated employees. Each affected employee had due process rights to request a hearing; a hearing was not required.

Resolution 12-13-34, directing the Superintendent to terminate and issue final layoff notices to certificated staff members affected by the District’s need to reduce particular kinds of services is presented to the Board for action.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board approve the attached Resolution 12-13-34 as presented.

La Mesa-Spring Valley School District

RESOLUTION 12-13-34

DIRECTING ISSUANCE OF FINAL LAYOFF NOTICES

On Motion of Member _____, seconded by Member _____, the following resolution is adopted:

WHEREAS, the Governing Board of the La Mesa-Spring Valley School District adopted a Resolution on March 5, 2013, that it shall be necessary to reduce particular kinds of services of the District at the close of the current school year; and

WHEREAS, it shall be necessary to terminate at the end of the 2012-2013 school year the employment of certain certificated employees of the District as a result of this reduction of particular kinds of services; and

WHEREAS, the District identified the certificated employees providing the particular kinds of services that the Board directed be reduced or discontinued; and

WHEREAS, all notices and jurisdictional requirements contained in Education Code sections 44949 and 44955 were satisfied;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Governing Board of the La Mesa-Spring Valley School District directs the Superintendent, or the Superintendent's designee, to send final layoff notices to all certificated employees whose services shall be terminated by virtue of this action;

BE IT FURTHER RESOLVED AND ORDERED that the Superintendent or Superintendent's designee, is authorized and directed to take any other actions necessary to effectuate the intent of this resolution and to finalize layoffs.

PASSED AND ADOPTED by the Governing Board of the La Mesa-Spring Valley School District this 16th day of April 2013, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

STATE OF CALIFORNIA)
) SS
COUNTY OF SAN DIEGO)

I, Brian Marshall, Secretary to the Board of Education of the La Mesa-Spring Valley School District of San Diego County, California, do hereby certify the foregoing is a full, true, and correct copy of a resolution adopted by said Board at a regular meeting held on the 16th day of April, 2013.

Brian Marshall, Secretary to the Board of Education

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
April 16, 2013**

PREPARED BY: Claudia Bender
Assistant Superintendent, Human Resources

ITEM NUMBER: HR-7 Human Resources Recommendations
Adoption of Initial District Calendar for 2013-2014 School Year

Action Item

The school calendar is a negotiable item as defined by the Public Employees Relations Board (PERB) and the collective bargaining agreement between the District and the La Mesa-Spring Valley Teachers Association.

The parties have agreed to the following student report dates and breaks. The parties will continue to negotiate staff development, staff work days, parent teacher conferences and students' last day of attendance.

First Day of School	August 15, 2013
Labor Day	September 2, 2013
October Break	October 7 – October 18, 2013
Veterans Day	November 11, 2013
Thanksgiving Break	November 25 – November 29, 2013
Winter Break	December 23, 2013 – January 3, 2014
Dr. Martin Luther King, Jr. Day	January 20, 2014
No School	February 7, 2014
Lincoln Day	February 10, 2014
Washington Day	February 17, 2014
Spring Break	April 7 – April 18, 2014
Memorial Day	May 26, 2014

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board approve the student report dates and breaks as presented.

MINUTES
BOARD OF EDUCATION MEETING
LA MESA-SPRING VALLEY SCHOOL DISTRICT
SPECIAL MEETING: March 14, 2013

The meeting was called to order at 4:05 p.m. at the Education Service Center by the President, Mr. Duff.

CALL TO ORDER

The President led the Pledge of Allegiance to the Flag.

PLEDGE OF ALLEGIANCE

Board members present: Baber, Duff, Turner, Winet

**ESTABLISHMENT OF
QUORUM**

Board members absent: None

Staff members present Bender, Marshall, Martinez, Walker,
on assignment: Wigg

COMMUNICATIONS

Letters from the following:

- Christine Angell, in support of Jay Steiger
- Glen Sparrow, in support of Jerry Lecko
- Keith Johnson, in support of Jerry Lecko
- Deborah Carreno, in support of Jay Steiger
- Tad Zawacki, in support of Jay Steiger
- Terry Ouellette, in support of Jay Steiger
- Dawn Heller, in support of Jay Steiger
- Mary Beason, in support of Jay Steiger
- John Ashley, in support of Jay Steiger
- Barbara Warner, in support of Steve Babbitt
- Dianne Jacob, in support of Steve Babbitt
- Memo from the Superintendent regarding Sample Questions for March 14 Member Selection
- List of Sample Questions from President Duff
- Letters from the following:
 - Mo Davis-White, in support of Jay Steiger
 - Nichole Groscup-Black, in support of Jay Steiger
 - David Yoshihara, in support of Jay Steiger
 - James Villegas, in support of Jay Steiger
 - Penny Halgren, in support of Jerry Lecko
 - Cyndi Sutton, in support of Steve Babbitt
 - John Ashley, in support of Steve Babbitt
 - Barb Anderson, in support of Jay Steiger
 - Sharon Jones, in support of Jay Steiger
 - Mel Mann, in support of Jay Steiger
 - Tiffany Sippel, in support of Jay Steiger
 - Rhona St. Claire-Moore, in support of Jay Steiger
 - George Gastil, in support of Jay Steiger
 - Kurt U. Campbell, Esq., in support of Jay Steiger
 - Cdr. & Mrs. William DeGirolamo, in support of Jay Steiger
 - Rob Coppo, in support of Jay Steiger
 - Karen Fleck, in support of Jay Steiger
 - Tracey Stotz, in support of Jay Steiger
 - Andrea McVey, in support of Jay Steiger
 - Tina Sardina, in support of Jay Steiger
 - Gayle Lamey Neville, in support of Jay Steiger

AGENDA

It was moved by Turner, seconded by Winet, and carried unanimously to approve the agenda as presented.

HEARING SESSION

The President announced a hearing for anyone who wished to address the Board regarding matters specified on this agenda.

Rhona St. Claire-Moore, District Parent, spoke in support of Jay Steiger.

Kristin Cavanaugh, Teacher, Murdock Elementary School, spoke in support of Jay Steiger.

Jim Cowhey, District Teacher, spoke in support of Jay Steiger.

NEW BUSINESS

At the March 5, 2013 Board meeting the following individuals were invited to participate in the final selection process for the vacant Board position: Steve Babbitt, Robert Divine II, Gerald (Jerry) Lecko, Ben Motten, Jay Steiger, and Mike Stewart. Each of the six applicants was allotted up to three minutes to present his/her interests and qualifications for becoming a Board member. Following the opening statements by the applicants, Board members asked questions of the applicants. Following the question/answer period, the applicants each provided a two-minute summary statement of their qualifications. Board members complimented the applicants regarding their qualifications and ideas they presented and encouraged the applicants not selected to continue to be involved in the community.

It was moved by Baber, seconded by Turner, and carried with the following vote (Ayes: Baber, Duff, Turner; Noes: Winet) to appoint Jerry Lecko as a member of the La Mesa-Spring Valley Board of Education through November 2014.

The meeting was adjourned at 6:52 p.m.

Brian Marshall, Secretary to the Board of Education

Approved and ordered into the proceedings of the District at the regular meeting of the Board of Education to be held April 16, 2013.

Rick Winet, Clerk of the Board of Education

AGENDA

Approved as presented

HEARING

R. St. Claire-Moore, Parent
Support of J. Steiger

K. Cavanaugh, Teacher, MUR
Support of J. Steiger

J. Cowhey, District Teacher
Support of J. Steiger

NEW BUSINESS

Appointment to the
Board of Education

Appointment
Jerry Lecko

MINUTES
BOARD OF EDUCATION MEETING
LA MESA-SPRING VALLEY SCHOOL DISTRICT
REGULAR MEETING: March 19, 2013

The meeting was called to order at 6:30 p.m. at the Education Service Center by the President, Mr. Duff.

CALL TO ORDER

The Superintendent administered the Oath of Office to newly appointed Board member Jerry Lecko.

OATH OF OFFICE

Board members present: Baber, Duff, Lecko, Turner, Winet

**ESTABLISHMENT OF
QUORUM**

Board members absent: None

Staff members present on assignment: Bender, Marshall, Walker, Wigg

At 6:30 p.m. the President called for a closed session to conference with legal counsel regarding existing litigation (Jude M. v La Mesa-Spring Valley School District, et al) and anticipated litigation.

CLOSED SESSION

CLOSED SESSION

The Board, Superintendent, Assistant Superintendents Business, Human Resources, and Learning Support; Dan Shinoff, Legal Counsel with Stutz Artiano Shinoff & Holtz, adjourned to the session, which was held in the Boardroom.

The President reconvened the meeting at 7:00 p.m.

CALL TO ORDER

The Superintendent administered the Oath of Office to newly appointed Board member Jerry Lecko.

OATH OF OFFICE

Board members present: Baber, Duff, Lecko, Turner, Winet

**ESTABLISHMENT OF
QUORUM**

Board members absent: None

Staff members present on assignment: Bender, Marshall, Martinez, Walker, Wigg

The President led the Pledge of Allegiance to the Flag.

PLEDGE OF ALLEGIANCE

It was moved by Winet, seconded by Turner, and carried unanimously to approve the minutes of the regular meeting of March 5, 2013, as presented.

MINUTES

Approved 3/5/13 as presented

COMMUNICATIONS

COMMUNICATIONS

Memo from Lori Wigg, Assistant Superintendent, Business Services, including enclosures to Board Item B-2: Resolution 12-13-26, Temporary Transfer of Funds from the S.D. County Treasurer

Memo from Karen Walker, Assistant Superintendent, Learning Support, regarding a Rolando Elementary Excursion

K. Walker, Asst. Supt., LS
ROL Excursion

Announcement regarding the “Honoring Our Own” Awards Dinner on April 26

Honoring Our Own
Awards Dinner

PowerPoint for Quest Academy presentation

Quest Academy PowerPoint

Letter from Jerry Lecko announcing his resignation from the Proposition M Citizens’ Bond Oversight Committee

J. Lecko, Chair, CBOC
Resignation

AGENDA

AGENDA

It was moved by Baber, seconded by Turner, and carried unanimously to approve the agenda as presented.

Approved as presented

HEARING SESSION

HEARING

The President announced a hearing for anyone who wished to address the Board on any topic relating to public education.

Jay Steiger, on behalf of the Mt. Helix Council PTA, extended an invitation to the Board to attend the Founders’ Day Brunch on April 10, 9:30 a.m. at La Presa Middle School.

J. Steiger, Mt. Helix PTA
Founders Day Brunch

Alex Vallejo, President, California School Employees Assn., Chapter 419, welcomed new Board member Jerry Lecko.

A.Vallejo, President, CSEA
Welcome to J. Lecko

Santosh, distributed flyers to the Board for Scamp Camp, sponsored by the American Lung Association.

Santosh
Scamp Camp

REPORTS OF OFFICERS OF THE BOARD

REPORTS

In the Fall of 2007 the District opened Quest Academy, a community day school on the campus of Bancroft Elementary, as an alternative education program for sixth-, seventh-, and eighth-grade students. Students are referred to Quest through the School Attendance Review Board (SARB), the School Attendance Review Team (SART), Administrative Review Panel (ARP), or by school staff concerned about academic achievement. Students develop portfolios to demonstrate individual success in order to transfer back to a comprehensive middle school or high school campus. The five main areas of focus for Quest are: Student Learning, Behavior, Resiliency, Attendance, and Community Service. The following students (current and former) shared their positive experiences in the program: Bradley, Gladys, Bridget, Joslyn, Phoenix, and Jasmine. Kevin Coordt. Principal, Bancroft Elementary; Rachel Guera and Oscar Nava, Quest teachers; and David Kinzel, Coordinator, Student Interventions, presented an overview of the program and data collected over the five years of program operation and responded to clarifying questions.

Quest Academy

At 7:32 p.m. the President announced a recess.

At 7:38 p.m. the President reconvened the meeting.

NEW BUSINESS

It was moved by Baber, seconded by Turner, and carried unanimously to approve the following:

Purchase Orders G42651 through G42847 totaling \$509,440.13

Warrants February 20 through February 28 totaling \$555,924.68

Expenditures in the amount of \$971.51

It was moved by Baber, seconded by Winet, and carried unanimously to adopt Resolution 12-13-26, Temporary Transfer of Funds from the San Diego County Treasurer; and Authorization to Enter into a Temporary Transfer Agreement with the County of San Diego.

It was moved by Baber, seconded by Winet, and carried unanimously to authorize staff to enter into an Agreement with Project Lead the Way, Inc. for Science Technology Engineering and Math (STEM) Curricula and Support.

It was moved by Turner, seconded by Winet, and carried unanimously to authorize staff to enter into a Special Education Master Contract with Excelsior Academy.

HUMAN RESOURCES RECOMMENDATIONS

It was moved by Winet, seconded by Turner, and carried unanimously to approve standard Human Resources recommendations as amended to include 24 additional Lecturer/Presenter and/or Short-Term Employment forms.

ANNOUNCEMENTS, REPORTS, COMMUNICATIONS FROM THE BOARD

The Superintendent announced, with the resignation of Board member Halgren, there is an opening on the Audit Committee with Board member Turner. Board member Baber agreed to serve on this committee.

Mr. Baber noted that Dan McAllister, S.D. County Treasurer-Tax Collector, is holding seminars on guidelines for bond financing, similar to what we have done in our District.

Mr. Baber announced the Peter Pan Jr. Theater play, *Guys & Dolls* was beginning shortly and to let him know if anyone would like tickets.

Mr. Lecko thanked the Board members for appointing him and stated he is looking forward to working with them as a team for the success of the students.

NEW BUSINESS

Consent Calendar
Approved

Purchase Orders

Warrants

Revolving Cash Fund
Reimbursements from the
General Fund

**Res. 26, Temp. Transfer of
Funds from S.D. Treasurer**
Adopted

**Project Lead the Way, Inc.
Agrmt. for STEM Curricula
& Support**
Authorized

**Sp. Ed. Master Contract with
Excelsior Academy**
Authorized

**Human Resources
Recommendations**
Approved as amended

Dr. Turner announced she has been working with California School Boards Association (CSBA) and the annual conference. She would like to do a write up on Quest Academy, showcasing what we do well.

Dr. Turner announced she is working with the National School Boards Association (NSBA) and assisting them with their workshops.

Mr. Winet announced the good news that S.D. County Supervisor Dianne Jacob has agreed to donate \$350,000 that will go into the new Boys & Girls Club to be constructed on the La Mesa Middle School campus.

There was discussion regarding bringing an update to the Board regarding the Boys & Girls Club. The Superintendent stated an update will be brought to the Board sometime during the summer.

At 7:50 p.m. the President announced a recess.

CLOSED SESSION

At 7:51 p.m. the President called for a closed session to discuss negotiations update – LMSV Teachers Association; negotiations update – California School Employees Association (CSEA), Chapter 419; negotiations update – Administrators Association and other Unrepresented Bargaining Groups; conference with legal counsel – existing litigation (Jude M. v La Mesa-Spring Valley School District, et al); conference with legal counsel – anticipated litigation; and discussion regarding public employee appointment – Assistant Superintendent, Human Resources. The Superintendent; Board; and Assistant Superintendents Business, Human Resources and Learning Support adjourned to the session, which was held in the Boardroom.

The meeting was adjourned at 8:43 p.m.

Brian Marshall, Secretary to the Board of Education

Approved and ordered into the proceedings of the District at the next regular meeting of the Board of Education to be held April 16, 2013.

Rick Winet, Clerk of the Board of Education